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FPM Letter 292- 16

Federal Personnel Manual System

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Supplement 292-1
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FPM Letter 292-16

SUBJECT: Update of the Central Personnel Data File (CPDF) Data Standards

Washington, D. C. 20415
January 11, 1982

Heads of Departments and Independent Establishments:

This FPM letter supersedes FPM Letters 292-9, 292-10, 292-11, 292-12, 292-13, 292-14, and 292-15.

PLEASE DIRECT TO THE ATTENTION OF PROCESSING SUPERVISORS AND AUTOMATED SYSTEMS MANAGERS

1. This FPM letter provides a consolidated, up-to-date source for new and revised data standards for use with FPM Supplement 296-33, The Guide to Processing Personnel Actions, and in reporting to the Central Personnel Data File (CPDF). The effective date of FPM Supplement 296-33 is January 1, 1982.

2. Attachment 1 to this FPM letter contains up-to-date data standards for these new or revised data elements published in the latter half of 1981:

Agency Code* (p. 77)
Annuitant Indicator (p. 3)
Bargaining Unit Status (p. 4)
Cash Award (p. 1)
Citizenship Status (p. 103)
Education Level (p. 5)
FLSA Exemption Status (p. 7)
Federal Employees' Group Life Insurance (FEGLI) (p. 8)
Functional Classification of Scientists and Engineers (p. 11)
Legal Authority (p. 14)
Merit Pool Identifier (p. 26)
Nature of Action Code (p. 27)
Occupational Code (p. 33)
Pay Plan Code* (p. 90)
Performance Level Identifier (p. 95)
Position Occupied (p. 97)
Race and National Origin Identification (p. 98)
Supervisory or Nonsupervisory Indicator (p. 100)
Tenure Code (p. 101)
Vietnam Era Veteran Indicator (p. 104)
Work Schedule Code (p. 105)

*Update to code set only.

3. The data standards contained in attachment 1 to this letter must be used for reporting to the CPDF beginning with the implementation date indicated in each data standard.

Inquiries: Agency Relations, Data Standards Branch, FTS (or 202) 254-6789

Code: 292, Personnel Data Standardization

Distribution: FPM Supplement 292-1

* U.S. GOVERNMENT PRINTING OFFICE 1982- 361-393 1035

OPM FORM 652 1/79

PM 1. 14/3:

4. Attachment 2 to this FPM letter contains up-to-date data standards material not required in reporting to the CPDF, but which may be useful in implementing FPM Supplement 296-33. These are:

   1. The standard remarks and codes used in FPM Supplement 296-33 (p. 1).

   2. A conversion chart showing relationships between the Personnel Action Codes (PAC) formerly used in FPM Supplement 296-31 and the Nature of Action Codes (NOAC) required by FPM Supplement 296-33 (p. 21).

Donald J. Devine
Director

Attachments (2)

AMOUNT OF DOLLARS

Implementation Date: October 1980
Definition: The monetary value placed on an item expressed in terms of the amount of dollars or amount of dollars and cents.
Maintenance Agency: U.S. Office of Personnel Management, Workforce Effectiveness and Development Group.

Associated Data Element(s)

Title and Definition		Size/ Class
Cash award	- The monetary award, rounded to the nearest dollar, granted for performance related accomplishments to employees under the Merit Pay System, which does not alter the employee's basic rate of pay. (This does not include awards for suggestions, inventions, special acts, or services.)	5N
Direct costs training	- The estimated total dollar amount, rounded to the nearest dollar, to be expended for each completed instance of training. In the case of training provided by the agency internally, this includes the cost of books, supplies, and materials, directly associated with the instance of training. If training is acquired from external sources, this includes the dollar amounts paid for tuition, laboratory or library fees, books, and other materials or supplies for each completed instance of training.	4N
Indirect costs training	- The estimated dollars amount, rounded to the nearest dollar, paid by the Federal government for transporation, lodging, subsistence for a completed period of training.	4N
Salary	- The amount of money expressed in dollars or dollars and cents, payable to an employee per unit of work (the applicable unit is recorded in Pay Basis Code). This reflects basic salary only, and does not include night or other differentials. Note that the payable salary, as opposed to the scheduled salary, is entered for all employees except those in pay plan GM (for whom scheduled salary is entered). Dollars and cents (two decimal places, decimal place assumed) are entered for all but annual, monthly, and biweekly rates. For these rates, enter dollar amounts only (rounded to the nearest dollar).	5N

Data Representations

Name	Definition/Explanation	Code
Literal	The number of dollars or dollars and cents is the code. All positions in the field are to be filled - right justify all amounts, and zero-fill any left most positions containing no data.	

ANNUITANT STATUS

Implementation Date: January 1982
Definition: The status of annuitants appointed to positions in the Federal civilian service.
Maintenance Agency: U.S. Office of Personnel Management, Agency Relations Group, Work Force Information Division.

Associated Data Element(s)

Title and Definition		Size/ Class
Annuitant indicator	- The status of the annuitant appointed to a position in the Federal civilian service.	1N

Data Representations

Name	Definition/Explanation	Code
Reemployed annuitant	An employee whose annuity under the Civil Service Retirement System continues after appointment.	1
Retired uniformed service officer	The employee is a member or former member of a uniformed service who is receiving retired or retainer pay as a commissioned or warrant officer. (The uniformed services are the Army, Navy, Air Force, Marine Corps, Coast Guard, National Oceanic and Atmospheric Administration, and the Public Health Service.)	2
Retired uniformed service enlisted member	The employee is a member or former member of a uniformed service who is receiving retired or retainer pay for non-officer (or enlisted) service.	3
Retired uniformed service officer and reemployed annuitant	The employee is <u>both</u> a retired uniformed service commissioned or warrant officer and a reemployed annuitant.	4
Retired uniformed service enlisted member and reemployed annuitant	The employee is <u>both</u> a retired uniformed service enlisted member and a reemployed annuitant.	5
Not Applicable	None of the above codes apply.	9

BARGAINING UNIT REPRESENTATION

Implementation Date: October 1981
Definition: Identifies employee status vis-a-vis Federal employee bargaining unit representation.
Maintenance Agency: U.S. Office of Personnel Management, Office of Labor-Management Relations.

Associated Data Element(s)

Title and Definition		Size/ Class
Bargaining unit status	- Identifies an employee's status vis-a-vis Federal employee bargaining unit representation.	4N

Data Representations

Name	Definition/Explanation	Code
Bargaining unit representing employee (assures eligibility)	Codes may be found in the Office of Labor Management Relations publication Union Recognition in the Federal Government. This entry would be the last 4 digits of the "OLMR Number."	XXXX
Eligible but not in a bargaining unit	.....	7777
Ineligible for inclusion in a bargaining unit	.....	8888

READEX FICHE

EDUCATION LEVELS

Implementation Date: October 1981
Definition: The levels of educational attainment based on years of schooling and/or academic degrees conferred.
Maintenance Agency: Office of Personnel Management, Agency Relations Group, Work Force Information Division.

Associated Data Element(s)

Title and Definition	*Size/ Class*
Education level - The extent of the employee's educational attainments	2N

Data Representations

Name	*Definition/Explanation*	*Code*
No formal education or Some elementary school—did not complete.	Elementary school means grades 1 through 8 or equivalents not completed.	01
Elementary school completed—no high school.	Grade 8 or equivalent completed	02
Some high school—did not graduate.	High school means grades 9 through 12 or equivalents	03
High school graduate or certificate of equivalency.	.....	04
Terminal occupational program—did not complete.	Program extending beyond grade 12, usually no more than three years; designed to prepare students for immediate employment in an occupation or cluster of occupations; not designed as the equivalent of the first two or three years of a baccalaureate degree program. Includes cooperative training or apprenticeship consisting of formal classroom instruction coupled with on-the-job training.	05
Terminal occupational program—certificate of completion, diploma or equivalent.	See code 05 above for definition of terminal occupational program. Two levels are recognized: (1) The technical and/or semiprofessional level preparing technicians or semiprofessional personnel in engineering and nonengineering fields; and (2) the craftman/clerical level training artisans, skilled operators, and clerical workers.	06
Some college—less than one year.	Less than 30 semester hours or 45 quarter hours completed	07
One year college	30–59 semester hours or 45–89 quarter hours completed	08

***Data Representations*—Continued**

Name	*Definition/Explanation*	*Code*
Two years college	60–89 semester hours or 90–134 quarter hours completed	09
Associate degree	2-year college degree program completed	10
Three years college	90–119 semester hours or 135–179 quarter hours completed	11
Four years college	120 or more semester hours or 180 or more quarter hours completed—no baccalaureate (bachelor's) degree.	12
Bachelor's degree	Requires completion of at least four but no more than five years of academic work; includes bachelor's degree conferred in a cooperative plan or program which provides for alternate class attendance and employment in business, industry, or government to allow student to combine actual work experience with college studies.	13
Post-Bachelor's	Some work beyond (at a higher level than) the bachelor's degree but no additional higher degree.	14
First professional	Signifies the completion of academic requirements for selected professions, which are based on programs requiring at least two academic years of previous college work for entrance and a total of at least six academic years of college work for completion, e.g., Dentistry (D.D.S. or D.M.D.), Law (LL. B. or J.D.), Medicine (M.D.), Theology (B.D.), Veterinary Medicine (D.V.M.), Chiropody or Podiatry (D.S.C. or D.P.), Optometry (O.D.), and Osteopathy (D.O.).	15
Post-first professional	Some work beyond (at a higher level than) the first professional degree but no additional higher degree.	16
Master's degree	For liberal arts and sciences customarily granted upon successful completion of one (sometimes two) academic years beyond the bachelor's degree. In professional fields, an advanced degree beyond the first professional but below the Ph.D., e.g., the LL.M.; M.S. in surgery following the M.D.; M.S.D., Master of Science in Dentistry; M.S.W., Master of Social Work.	17
Post-master's	Some work beyond (at a higher level than) the Master's degree but no additional higher degree.	18
Sixth-year degree	I.e., Advanced Certificate in Education, Advanced Master of Education, Advanced Graduate Certificate, Advanced Specialist in Education Certificate, Certificate of Advanced Graduate Study, Certificate of Advanced Study, Advanced Degree in Education, Specialist in Education, Licentiate in Philosophy, Specialist in Guidance and Counseling, Specialist in Art, Specialist in Science, Specialist in School Administration, Specialist in School Psychology, Licentiate in Sacred Theology.	19
Post-sixth year	Some work beyond (at a higher level than) the sixth-year degree but no additional higher degree.	20
Doctorate degree	Includes such degrees as Doctor of Education, Doctor of Juridical Science, Doctor of Public Health, and the Ph.D. (or equivalent) in any field. Does not include doctor's degrees that are first professional per code 15.	21
Post-doctorate	Work beyond the doctorate	22

FAIR LABOR STANDARDS ACT STATUS

Implementation Date: January 1982
Definition: The status of Federal civilian employees under the authority of Section 13 of the Fair Labor Standards Act as amended (29 U.S.C. 213).
Maintenance Agency: U.S. Office of Personnel Management, Compensation Division.

Associated Data Element(s)

Title and Definition		Size/ Class
FLSA exemption status	- The status of the Federal civilian employee under the authority of Section 13 of the Fair Labor Standards Act as amended (29 U.S.C. 213).	1A

Data Representations

Name	Definition/Explanation	Code
Exempt employee	An employee who is exempt from the minimum wage and overtime provisions of the Fair Labor Standards Act.	E
Nonexempt employee	An employee who is subject to the minimum wage and overtime provisions of the Fair Labor Standards Act.	N

FEDERAL EMPLOYEES' GROUP LIFE INSURANCE STATUS

Implementation Date: January 1982
Definition: Indicates coverage or noncoverage under the Federal Employees' Group Life Insurance Program.
Maintenance Agency: U. S. Office of Personnel Management, Compensation Group.

Associated Data Element(s)

Title and Definition	Size/Class
Federal Employees' Group Life Insurance - Indicates the employee's coverage or noncoverage under the Federal Employees' Group Life Insurance Program.	1A

Data Representations

Name	Definition/Explanation	Code
Ineligible for life insurance coverage	An employee excluded from coverage by law or regulation, or who has become ineligible for further continuation of his/her insurance without cost while in a nonpay status (when used in latter manner, code A must be coupled with date nonpay status commenced).	A
Waived all life insurance	An employee has waived his/her right to all coverage under the Federal Employees' Group Life Insurance Program.	B
Basic only	.....	C
Basic plus Standard Opt	.....	D
Basic plus Family Opt	.....	E
Basic plus Standard Opt and Family Opt	.....	F
Basic plus Add'l Opt with 1 times pay	.....	G
Basic plus Add'l Opt with 1 times pay and Standard Opt	.....	H

Data Representations - Continued

Name	Definition/Explanation	Code
Basic plus Add'l Opt with 1 times pay and Family Opt	.....	I
Basic plus Add'l Opt with 1 times pay, Standard Opt, and Family Opt	.....	J
Basic plus Add'l Opt with 2 times pay	.....	K
Basic plus Add'l Opt with 2 times pay and Standard Opt	.....	L
Basic plus Add'l Opt with 2 times pay and Family Opt	.....	M
Basic plus Add'l Opt with 2 times pay, Standard Opt, and Family Opt	.....	N
Basic plus Add'l Opt with 3 times pay	.....	O
Basic plus Add'l Opt with 3 times pay and Standard Opt	.....	P
Basic plus Add'l Opt with 3 times pay and Family Opt	.....	Q
Basic plus Add'l Opt with 3 times pay, Standard Opt, and Family Opt	.....	R

Data Representations - Continued

Name	Definition/Explanation	Code
Basic plus Add'l Opt with 4 times pay	.....	S
Basic plus Add'l Opt with 4 times pay and Standard Opt	.....	T
Basic plus Add'l Opt with 4 times pay and Family Opt	.....	U
Basic plus Add'l Opt with 4 times pay, Standard Opt, and Family Opt	.....	V
Basic plus Add'l Opt with 5 times pay	.....	W
Basic plus Add'l Opt with 5 times pay and Standard Opt	.....	X
Basic plus Add'l Opt with 5 times pay and Family Opt	.....	Y
Basic plus Add'l Opt with 5 times pay, Standard Opt, and Family Opt	.....	Z

JOB FUNCTIONS OF SCIENTISTS AND ENGINEERS

Implementation Date: March 1972.
Definition: The grouping of the kinds of work activities of Federal professional employees engaged in the physical, biological, mathematical, social and health sciences and in engineering into broad job functions.
Maintenance Agency: U.S. Office of Personnel Management, Staffing Services Group.

Associated Data Element(s)

Title and Definition				Size/Class
Functional classification of scientists and engineers - The employee's primary job function as a scientist or engineer. The occupational series for which functional classifications are applicable are listed below.				2N
Community Planning	0020	Fishery Biology	0482	
Park Management	0025	Wildlife Refuge Management	0485	
Social Science	0101	Wildlife Biology	0486	
Economist	0110	Husbandry	0487	
Manpower Research and Analysis	0140	Home Economics	0493	
Geography	0150	General Health Science	0601	
History	0170	Medical Officer	0602	
Psychology	0180	Nurse	0610	
Sociology	0184	Dietitian	0630	
Social Work	0185	Occupational Therapist	0631	
General Anthropology	0190	Physical Therapist	0633	
Archeology	0193	Corrective Therapist	0635	
General Biological Science	0401	Manual Arts Therapist	0637	
Microbiology	0403	Educational Therapist	0639	
Pharmacology	0405	Medical Technologist	0644	
Agricultural Extension	0406	Pharmacist	0660	
Ecology	0408	Optometrist	0662	
Zoology	0410	Speech Pathology and Audiology	0665	
Physiology	0413	Podiatrist	0668	
Entomology	0414	Dental Officer	0680	
Botany	0430	Industrial Hygiene	0690	
Plant Pathology	0434	Consumer Safety	0696	
Plant Physiology	0435	Veterinary Medical Science	0701	
Plant Protection and Quarantine	0436	General Engineering	0801	
Horticulture	0437	Safety Engineering	0803	
Genetics	0440	Fire Prevention Engineering	0804	
Range Conservation	0454	Materials Engineering	0806	
Soil Conservation	0457	Landscape Architecture	0807	
Forestry	0460	Architecture	0808	
Soil Science	0470	Civil Engineering	0810	
Agronomy	0471	Environmental Engineering	0819	
Agricultural Management	0475	Mechanical Engineering	0830	
Fish and Wildlife Administration	0480	Nuclear Engineering	0840	

Electrical Engineering	0850	Hydrology	1315
Electronic Engineering	0855	Chemistry	1320
Biomedical Engineering	0858	Metallurgy	1321
Aerospace Engineering	0861	Astronomy and Space Science	1330
Naval Architecture	0871	Meteorology	1340
Mining Engineering	0880	Geology	1350
Petroleum Engineering	0881	Oceanography	1360
Agricultural Engineering	0890	Cartography	1370
Ceramic Engineering	0892	Geodesy	1372
Chemical Engineering	0893	Land Surveying	1373
Welding Engineering	0894	Forest Products Technology	1380
Industrial Engineering	0896	Food Technology	1382
Patent Administration	1220	Textile Technology	1384
Patent Adviser	1221	Photographic Technology	1386
Patent Classifying	1223	Actuary	1510
Patent Examining	1224	Operations Research	1515
Patent Interference Examining	1225	Mathematics	1520
Design Patent Examining	1226	Mathematical Statistician	1529
General Physical Science	1301	Statistician	1530
Health Physics	1306	Cryptography	1540
Physics	1310	Computer Science	1550
Geophysics	1313		

Data Representations

Name	Definition/Explanation	Code
	See Handbook of Position Classification Standards, General Introduction, Section VI, for full definitions and explanations of the categories.	
Not applicable	Employee is not in one of the occupational series to which the functional classifications must be applied.	00
Research	.....	11
Research contract and grant administration.	.....	12
Development	.....	13
Test and evaluation	.....	14
Design	.....	21
Construction	.....	22
Production	.....	23
Installation, operations and maintenance.	.....	24
Data collection, processing and analysis.	.....	31
Scientific and technical information.	.....	32

Data Representations-Continued

Name	Definition/Explanation	Code
Standards and specifications	.....	41
Regulatory enforcement and licensing.	.....	42
Natural resource operations	.....	51
Clinical practice, counseling and ancillary medical services.	.....	81
Planning	.....	91
Management	.....	92
Teaching and training	.....	93
Technical assistance and ..... consulting.	.....	94
Other-Not elsewhere classified.	Employee is in one of the occupational series to which the functional classifications must be applied, but the kind of work activity is not included under any of the other categories.	99

LEGAL AUTHORITIES

Implementation Date: January 1982
Definition: The laws, executive orders, rules, regulations, or other bases which authorize the appointing officer to effect personnel actions on an employee.
Maintenance Agency: U.S. Office of Personnel Management, Agency Relations Group, Work Force Records Management Branch.

Associated Data Element(s)

Title and Definition			Size/ Class
Legal authority	-	The law, executive order, rule, regulation, or other basis which authorizes the appointing officer to effect a personnel action on an employee.	3 A/N

Data Representations

Name	Definition/Explanation	Code
	AUTHORITIES OF RESPONSIBLE ORGANIZATIONS INCLUDING OFFICE OF PERSONNEL MANAGEMENT, MERIT SYSTEMS PROTECTION BOARD, EQUAL EMPLOYMENT OPPORTUNITY COMMISSION, LABOR RELATIONS AND COURT DECISIONS.	
SF 59 approved (date)	.....	ABM
CS Cert No	.....	ACM
*CS Cert No PACE	.....	A2L
CS Cert No WTO	.....	A2M
OPM Directive	.....	ADM
MSPB Directive	.....	AGM
MSPB Directive - Mil	.....	ALM
MSPB Directive - Inj	.....	AQM
EEOC Decision and date	.....	ARM
Court Decision and date	.....	ASM
Authority, Decision and date	.....	ATM
*OPM Ltr, Auth No, and date	.....	AUL
Labor Relations Decision and date	.....	AXM
OPM Letter	.....	AUM
OPM Standards	.....	AVM
OPM Form 1390 dated (date)	.....	AWM

* Revision to previously published data standard.

Data Representations - Continued

Name	Definition/Explanation	Code
*Direct - Hire Authority (cite FPM Ltr., Btn., or other OPM Authority.) and date	.....	AYM
*OPM Office, Authority and date	.....	AZM
CS Rule V	.....	A3M
CS Rule 3.2	.....	A7M
*PACE Outstanding Scholar Program	.....	ABK
*Bicultural/Bilingual Selective Factors	.....	ABL
CS Rule 6.7 - TVA Agr	.....	BBM
CS Rule 6.7 - VA Agr	.....	BLM
CS Rule 6.7 - NRC Agr	.....	BKM
CS Rule 8.3	.....	BPM
OPM Selection Roster No	.....	BTM
OPM Delegation Agr	.....	BWM
*OPM Auth EA - (no), (name of installation issuing certificate) Cert No (no)	.....	BEA
*OPM Auth GL - (no), (name of installation issuing certificate), Cert No (no)	.....	BGL
*OPM Auth MA - (no), (name of installation issuing certificate), Cert No (no)	.....	BMA
*OPM Auth MC - (no), (name of installation issuing certificate), Cert No (no)	.....	BMC
*OPM Auth NE - (no), (name of installation issuing certificate), Cert No (no)	.....	BNE
*OPM Auth NW - (no), (name of installation issuing certificate), Cert No (no)	.....	BNW
*OPM Auth RM - (no), (name of installation issuing certificate), Cert No (no)	.....	BRM

* Revision to previously published data standard.

Data Representations - Continued

Name	Definition/Explanation	Code
*OPM Auth SE - (no), (name of installation issuing certificate), Cert No (no)	.....	BSE
*OPM Auth SS - (no), (name of installation issuing certificate), Cert No (no)	.....	BSS
*OPM Auth SW - (no), (name of installation issuing certificate), Cert No (no)	.....	BSW
*OPM Auth WA - (no), (name of installation issuing certificate), Cert No (no)	.....	BWA
*OPM Auth WE - (no), (name of installation issuing certificate), Cert No (no)	.....	BWE
	FPM CHAPTERS, LETTERS AND SUPPLEMENTS	
FPM Ch 211	.....	CCM
FPM Ch 296	.....	CGM
FPM Ch 311, S2-1	.....	COM
FPM Ch 316, S4-6d	.....	CSM
FPM Ch 316, S4-6e	.....	CTM
*FPM Ch 340	.....	CUL
*FPM Ch 351, S3-3e	.....	CUM
FPM Ch 353, APP A	.....	CYM
FPM Ch 715, S3-2	.....	C7M
FPM Ch 715, S3-3a	.....	DBM
FPM Ch 715, S3-3a Prom	.....	DFM
FPM Ch 715, S3-3a CLG	.....	DKM
FPM Ch 870	.....	DPM
FPM Ltr # dated (date)	.....	EEM
FPM Btn # dated (date)	.....	EJM
*FPM Supp 532-1, S4-3, S5-13, S5-14	.....	FGM
FPM Supp 532-1, S8-3	.....	FEM
FPM Supp 532-1, S8-6c	.....	FNM
FPM Supp 532-1, S8-8	.....	FTM
FPM Supp 532-1, S10	.....	F5M
FPM Supp 532-1, S5-14d	.....	F8M
FPM Supp 831-1, S10-11a	.....	GFM
FPM Supp 990-2, Bk 630, S12-2	.....	GLM

* Revision to previously published data standard.

Data Representations - Continued

Name	Definition/Explanation	Code
	CODE OF FEDERAL REGULATIONS	
*Reg 230.201		HAM
Reg 230.402(b)		HDM
Reg 230.402(c)(1)		HGM
Reg 230.402(c)(2)		HJM
Reg 230.402(c)(3)		HLM
Reg 301.201		HNM
Reg 301.202		HRM
Reg 301.203(c)		H3M
Reg 301.204 Mix		HWM
Reg 301.204 Preappt		HXM
Reg 301.204 Postappt		HZM
Reg 305.505		H4M
Reg 305.505 Career Prom		H5M
Reg 305.505 Upgrading		H7M
Reg 305.505 Comp		H6M
Reg 305.505 Other Except to Comp		H8M
Reg 305.505 Reclass		JAM
Reg 305.506 Lateral		JEM
Reg 305.506 CLG		JGM
Reg 305.506 Prom		JJM
Reg 305.507(b)		JMM
Reg 305.509		JQM
Reg 305.510		JTM
Reg 305.510(c)		JVM
Reg 305.601		JYM
Reg 305.701		J2M
Reg 305.701(c)		J4M
Reg 307.103		J8M
Reg 307.106		KBM
Reg 307.106 Lateral		KDM
Reg 307.106 Prom		KFM
Reg 307.106 CLG		KHM
Reg 310.202		KLM
Reg 315.202		KMM
Reg 315.401		KQM
Reg 315.501 Lateral		KTM
Reg 315.501 Prom		KVM
Reg 315.501 CLG		KXM
Reg 315.601		K1M
Reg 315.602		K4M
Reg 315.603(a)(1)		K7M
Reg 315.603(a)(2)		K9M
*Reg 315.604		LBM
Reg 315.605		LEM

* Revision to previously published data standard.

Data Representations - Continued

Name	Definition/Explanation	Code
Reg 315.606		LHM
Reg 315.607		LJM
Reg 315.701		LLM
Reg 315.702		LPM
Reg 315.703		LSM
Reg 315.704(c)		LUM
Reg 315.704		LWM
Reg 315.705		LYM
Reg 315.707		LZM
Reg 315.709		L1M
Reg 315.708		L3M
Reg 315.804		L2M
Reg 315.804 Mix		L5M
Reg 315.804 Eq Mix		LXM
Reg 315.804 Eq		L4M
Reg 315.805		L6M
Reg 315.805 Eq		L8M
*Reg 351.807		L9K
Reg 315.907		L9M
Reg 316.201		MAM
Reg 316.201 WTO		MBM
Reg 316.302(b)		MCM
Reg 316.302(c)(1)		MEM
Reg 316.302(c)(2)		MGM
Reg 316.302(c)(3)		MJM
Reg 316.302(c)(4)		MLM
Reg 316.302(c)(5)		MMM
Reg 316.304 Mix		MNM
Reg 316.304 Preappt		MPM
Reg 316.304 Postappt		MRM
Reg 316.401		MUM
Reg 316.402(a)		MXM
Reg 316.402(a) Faculty		MYM
Reg 316.402(a) Intern		MVM
Reg 316.402(a) Outside Register		MZM
Reg 316.402(a) Special Need		M1M
Reg 316.402(a) Summer		M2M
Reg 316.402(a) Summer Rehire		M4M
Reg 316.402(b)(1)		M6M
Reg 316.402(b)(2)		M8M
Reg 316.402(b)(3)		NAM
Reg 316.402(b)(4)		NCM
Reg 316.402(b)(5)		NEM
Reg 316.601		NFM

* Revision to previously published data standard.

Data Representations - Continued

Name	Definition/Explanation	Code
Reg 316.701		NJM
Reg 316.702		NMM
Reg 316.801		NOM
Reg 317.304		NRM
Reg 317.305(b)		NSM
Reg 317.305(b)(3)		NTM
Reg 317.306(b)(1)		NVM
Reg 317.306(b)(2)		NWM
*Reg 317.306(b)(3)(i)		NXM
Reg 330.201		NUM
Reg 334.101		NYM
Reg 334.104		N1M
Reg 335.102		N2M
Reg 335.102 Comp		N3M
Reg 335.102(g)		N4M
Reg 335.102 Upgrading		N5M
Reg 335.102 Career Prom		N6M
Reg 335.102 Reclass		N7M
Reg 335.102 Except to Comp		N8M
Reg 351.201		N9M
Reg 351.302		PDM
Reg 351.501		PGM
Reg 351.502		PKM
Reg 351.503		PNM
Reg 351.604(d)		PSM
Reg 352.204		PWM
Reg 352.308		PZM
Reg 352.311		P3M
Reg 352.507		P5M
Reg 353.104		P9M
Reg 353.105		QCM
Reg 353.302(a)		QEM
*Reg 353.306		QFK
Reg 353.302(b)		QFM
Reg 353.501		Q3M
Reg 432.201		QGM
Reg 432.201 Eq		QHM
Reg 530.305		QJM
Reg 530.306(b)(1)		QMM
Reg 530.306(b)(2)		QNM
Reg 530.306(b)(3)		QPM
Reg 530.307		QSM
Reg 531.205		QWM
Reg 531.301		QZM
Reg 531.401		Q5M

* Revision to previously published data standard.

Data Representations - Continued

Name	Definition/Explanation	Code
Reg 531.404		Q7M
Reg 531.501		RBM
Reg 536.103(b)		RJM
*Reg 536.217 Decl Transfer		RJX
*Reg 536.217 Reclassification		RJY
*Reg 536.217 RIF		RJZ
5 C.F.R. Part 536		RKM
*Reg 536.207(b)(2)		RLM
Reg 630.401		R4M
Reg 715.202		RPM
Reg 715.202 Prob		R5M
Reg 715.202 Perf		R7M
Reg 715.202 Eq Perf		R8M
Reg 715.202 CAA		RQM
Reg 715.202 EAA		RRM
Reg 715.202 Nondisp		R2G
Reg 715.202 Nonsupv		RAG
Reg 715.202 OAA		RSM
Reg 715.202 RIF		RTM
Reg 715.202 Other		RUM
Reg 715.202 Disp		RVM
Reg 715.202 Reas		RWM
Reg 715.202 Relo		RXM
Reg 731.201		RYM
Reg 752.401		RAH
Reg 831.501(a)		SQM
Reg 831.501(a) Disability		SRM
Reg 831.502		SUM
Reg 831.503(a)		SWM
Reg 831.1203		SZM
	CANAL ZONE AUTHORITIES	
CZ Register		T3M
CZ Reg 251.2(a)(2)		TEM
CZ Reg 253.42(b)		THM
CZ Reg 253.43		TJM
CZ Reg 253.44		TLM
CZ Reg 253.44(b)		TMM
CZ Reg 253.45(a)		TPM
CZ Reg 253.45(b)		TQM
CZ Reg 253.45(e)		TRM
CZ Reg 253.46		TTM
CZ Reg 253.72		TWM
CZ Reg 253.75		TZM

* Revision to previously published data standard.

Data Representations - Continued

Name	Definition/Explanation	Code
	LAWS AND AGENCY REGULATIONS	
*Sec 625(d) FA Act		UCM
Sec 528 FS Act		UFM
Sec 801(b) of Title VIII, P.L. 95-454		UHM
Peace Corps Act		UJM
Agency Directive or Order		UNM
Agency Reg		USM
Agency Reg Conduct		UPM
Agency Reg Mix		UQM
*Agency Reg authorizing suspension for more than 30 calendar days		USL
Agency Reg Reclass		U3M
Agency Reg Relo		UTM
Agency Preappt		UWM
Agency Reg Postappt		UZM
Agency Reg Perf		U2M
	TITLE 5 U.S.C. (INCLUDES ONE POSTAL CITATION)	
5 U.S.C. 1207(a)		VAM
5 U.S.C. 3109		VEM
5 U.S.C. 3304 (c)		VHM
5 U.S.C. 3323		VCM
5 U.S.C. 3325		VJM
5 U.S.C. 3341		VLM
*5 U.S.C. 3341 Exc		VNM
5 U.S.C. 3341 Exc-Other		VMM
5 U.S.C. 3341 Exc-Reorg		V1M
5 U.S.C. 3341 Exc-Unclass		VQM
5 U.S.C. 3341 Reorg		VPM
5 U.S.C. 3341 Growth		VWM
5 U.S.C. 3341 Other		VZL
5 U.S.C. 3341 Unclass		VSM
5 U.S.C. 3343		VGM
5 U.S.C. 3374		VPE
5 U.S.C. 3393		V2M
5 U.S.C. 3393 Preappt		VUM
5 U.S.C. 3393 Postappt		VYM
5 U.S.C. 3396(c)(1)		V3M
5 U.S.C. 3394(a) Noncareer		V4L
5 U.S.C. 3394(a) Limited		V4M
5 U.S.C. 3394(a) Emergency		V4P
5 U.S.C. 3395(a)(1)(a)		V5M

* Revision to previously published data standard.

Data Representations - Continued

Name	Definition/Explanation	Code
5 U.S.C. 3395(a)(1)(b)		V6M
5 U.S.C. 3395(b)(1)		V7M
5 U.S.C. 3395(b)(2)		V8M
5 U.S.C. 3395(d)(1)		V9M
5 U.S.C. 3395(d)(2)		VAG
*5 U.S.C. 75 OTD		VAH
5 U.S.C. 3551		VRM
5 U.S.C. 3593(a)		VBJ
5 U.S.C. 3593(b)		VCJ
5 U.S.C. 3594(a)		VDJ
5 U.S.C. 4314		VEJ
5 U.S.C. 4314(b)(3)		VFJ
5 U.S.C. 4314(b)(4)		VGJ
5 U.S.C. 5343(e)(2)		VUL
5 U.S.C. 5362		VKJ
5 U.S.C. 5362 Decl		VKK
Transfer		VLK
5 U.S.C. 5362 Reclass		VMK
5 U.S.C. 5362 RIF		VMJ
5 U.S.C. 5362(a)		VQJ
5 U.S.C. 5362(b)		VLJ
5 U.S.C. 5362(c)		VNJ
5 U.S.C. 5362(d)(3)		VPL
5 U.S.C. 5362(d)(4)		VRJ
5 U.S.C. 5363		VSJ
5 U.S.C. 5363(a)		VTJ
5 U.S.C. 5363(d)(2)		V1J
*5 U.S.C. 5365		VBK
5 U.S.C. 5402(c)		VBM
*5 U.S.C. 3102(b)		VCK
5 U.S.C. 5403		VWL
5 U.S.C. 5596		VXM
5 U.S.C. 6101		VZM
5 U.S.C. 6303		V2L
5 U.S.C. 7325		VWJ
*5 U.S.C. 7512		V4J
5 U.S.C. 7532		V4K
*5 U.S.C. 7532 OTD		VAK
5 U.S.C. 54		VAL
*5 U.S.C. 1207(a) OTD		VAJ
5 U.S.C. 75		VHJ
5 U.S.C. 75 Eq		VJJ
5 U.S.C. 75 Relo		VHK
5 U.S.C. 75 Eq OTD		V2J
5 U.S.C. 75 Relo Eq		V5J
5 U.S.C. 75 Preappt		V6J
5 U.S.C. 75 Postappt		

* Revision to previously published data standard.

Data Representations - Continued

Name	Definition/Explanation	Code
5 U.S.C. 75 Preappt Eq		V7J
5 U.S.C. 75 Postappt Eq		V8J
5 U.S.C. 75 NAR		V9J
5 U.S.C. 75 NAR Eq		VPJ
5 U.S.C. 75 Reclass		VUJ
5 U.S.C. 75 Reclass Eq		VVJ
5 U.S.C. 8336(d)(2) RIF		VYJ
5 U.S.C. 8336(d)(2) Reorg		VZJ
5 U.S.C. 8336(d)(2) T/F		V3J
39 U.S.C. 1006		V8L
	SCHEDULE A, B, AND C AUTHORITIES	
SCH A, 213.3102(a)		WAM
SCH A, 213.3102(b)		WBM
SCH A, 213.3102(c)		WCM
SCH A, 213.3102(d)		WDM
SCH A, 213.3102(e)		WEM
SCH A, 213.3102(f)		WFM
SCH A, 213.3102(g)		WGM
SCH A, 213.3102(g) Coop		W5M
SCH A, 213.3102(h)		WHM
SCH A, 213.3102(k)		WKM
SCH A, 213.3102(l)		WLM
SCH A, 213.3102(m)		WMM
SCH A, 213.3102(n)		WNM
SCH A, 213.3102(p)		WPM
SCH A, 213.3102(q)		WQM
SCH A, 213.3102(q) Coop		W7M
SCH A, 213.3102(q) Intern		WSM
SCH A, 213.3102(r)		WRM
SCH A, 213.3102(t)		WTM
SCH A, 213.3102(u)		WUM
SCH A, 213.3102(v)		WVM
SCH A, 213.3102(w)		WWM
SCH A, 213.3102(x)		WXM
SCH A, 213.3102(y)		WYM
SCH A, 213.3102(z)		WZM
SCH A, 213.3102(o)		W6M
SCH A, 213.3102(i)		W9M
SCH A, 213.3102(aa)		XAM
SCH A, 213.3102(bb)		XBM
SCH A, 213.3102(cc)		XCM
SCH A, 213.3102(ff)		XFM
SCH A, 213.3102(hh)		XHM
SCH A, 213.3102(ii)		X9M
SCH A, 213.3102(jj)		XVM

Data Representations - Continued

Name	Definition/Explanation	Code
SCH A, 213.3102(kk)		XWM
SCH A, 213.3102(ll)		XXM
SCH A, 213.31xx		XZM
SCH B, 213.3202(a)		Y1M
SCH B, 213.3202(b)		Y2M
SCH B, 213.3202(c)		Y3M
SCH B, 213.3202(d)		Y4M
SCH B, 213.3202(f)		YAM
SCH B, 213.3202(e)		YBM
SCH B, 213.3202(j)		YJM
SCH B, 213.3202(k)		YKM
SCH B, 213.32xx		Y5M
SCH C, 213.33xx		Y7M
SCH C, Authority other than Sch C, 213.33xx, (i.e. Law or E.O. which estab. a Sch C Position)		Y8M
SCH C, 213.3302 NTC		Y9M
	MISCELLANEOUS AUTHORITIES: EXECUTIVE ORDERS, PRESIDENTIAL APPOINTMENTS, PRESIDENT/SENATE APPOINTMENTS (LAW, EXECUTIVE ORDER, REGULATION, AND OTHER CITATIONS)	
EO 9712		ZCM
EO 10450		ZEM
EO 12107		ZFM
EO 10826		ZGM
EO 11203		ZGY
EO 12008		ZHM
EO 12015		ZJM
EO 12230		ZMM
Pres Appt (Law, E.O., Reg)		ZKM
*Other Citation (Law, E.O., or Reg which authorizes discharge because of misconduct)		ZLJ
*Other Citation (Law, E.O., or Reg which authorizes discharge because of performance)		ZLK
*Other Citation (Law, E.O., or Reg which authorizes discharge because of both misconduct and performance)		ZLL

* Revision to previously published data standard.

Data Representations - Continued

Name	Definition/Explanation	Code
Pres/Senate Appt (Law, E.O., Reg.)	.....	ZNM
P.L. 96-8 (American Institute in Taiwan)	.....	ZPM
Other Citation (Law, E.O., Reg)	.....	ZLM
P.L. 96-191	.....	ZQM
	*RESERVED FOR AGENCIES' INTERNAL USE Codes with the first characters of 6, 7, 8, or 9.	

* Revision to previously published data standard.

MERIT PAY POOL

Implementation Date: October 1981
Definition: A group of employees designated by an agency for the purpose of administration, computation, and allocation of Merit Pay funds under 5 CFR Part 540.
Maintenance Agency: U.S. Office of Personnel Management, Compensation Group, Merit Pay Division.

Associated Data Element(s)

Title and Definition	Size/Class
Merit Pool Identifier - The merit pay pool to which an employee is assigned by the agency for merit fund computation and allocation purposes under 5 CFR Part 540.	5 A/N

Data Representations

Name	Definition/Explanation	Code
	The data representations for this representation set are assigned by an agency to a merit pay pool. The agency may use any code not in excess of 5 alphabetic, numeric, or alphanumeric characters. The code must be unique within the agency (i.e., such that each merit pay pool is uniquely identified when combined with the agency code as reported to CPDF).	

NATURE OF PERSONNEL ACTION

Implementation Date: January 1982
Definition: The specific personnel action used to initiate, change, or terminate a condition of employment or to create or change a personnel record.
Maintenance Agency: U.S. Office of Personnel Management, Agency Relations Group, Work Force Records Management Branch.

Associated Data Element(s)

Title and Definition		Size/ Class
Nature of action code	- The specific personnel action used to create or change a civilian personnel record.	3 N

Data Representations

Name	Definition/Explanation	Code
Cancellation	.....	001
Correction	.....	002
Recreation or resubmission of a CPDF record	For CPDF use only.....	005
Correction of current CPDF file	For CPDF use only.....	007
Deletion from file	For CPDF use only.....	010
Current Appointment Authority Initialization	For CPDF use only.....	022
Career Appointment	.....	100
Career-Conditional Appointment	.....	101
Career Executive Assignment	.....	102
Career Executive Assignment-Conditional	.....	103
Noncareer Executive Assignment	.....	104
Emergency Appointment	.....	107
Term Appointment Not-to-exceed (date)	.....	108
Temporary Appointment Pending Establishment of Register	.....	112
Appointment Not-to-exceed (date)	.....	115

Data Representations - Continued

Name	Definition/Explanation	Code
Summer Appointment Not-to-exceed (date)		117
Overseas Limited Appointment		120
Overseas Limited Appointment Not-to-exceed (date)		122
Appointment-Status Quo		124
Limited Executive Assignment		128
Transfer		130
Mass Transfer		132
Reinstatement-Career		140
Reinstatement-Career-Conditional		141
Senior Executive Service Career Appointment		142
Reinstatement-Senior Executive Service Career		143
Transfer-Senior Executive Service career		145
Senior Executive Service Noncareer Appointment		146
Transfer-Senior Executive Service Noncareer		147
Senior Executive Service Limited Term Appointment Not-to-exceed (date)		148
Senior Executive Service Limited Emergency Appointment Not-to-exceed (date)		149
Canal Zone Career-Conditional Appointment		150
Canal Zone Career Appointment		151
Canal Zone Temporary Appointment Pending Establishment of Register		152
Canal Zone Appointment Not-to-exceed (date)		153
Canal Zone Term Appointment Not-to-exceed (date)		154
Canal Zone Reappointment		155
Canal Zone Appointment-Status Quo		156
Canal Zone Transfer		157

Data Representations - Continued

Name	Definition/Explanation	Code
Excepted Appointment		170
Excepted Appointment Not-to-exceed (date)		171
Appointment Subrural Carrier		190
Appointment Auxiliary/ Assistant Emergency Subrural Carrier		191
Placement in Pay Status		280
Return to Duty		292
Retirement - Mandatory		300
Retirement - Disability		301
Retirement - Voluntary		302
Retirement - Special Option		303
Retirement - Involuntary		304
Resignation - In Lieu of Involuntary Action		312
Resignation		317
Removal		330
Death		350
Termination - Appointment In (Agency)		352
Termination - Military		353
Termination - Disability		354
Termination - Expiration of Appointment		355
Termination - Involuntary		356
Termination		357
*Discharge During Probationary/Trial period		385
*Discharge		386
Placement in Nonpay Status		430
Suspension Not-to-exceed (date)		450
Suspension - Indefinite		452
Leave Without Pay Not-to-exceed (date)		460
Leave With Pay Not-to-exceed (date)		462
Furlough Not-to-exceed (date)		472
Furlough - Military		473
Sabbatical Not-to-exceed (date)		480
Conversion to Career Appointment		500

* Revision to previously published data standard.

Data Representations - Continued

Name	Definition/Explanation	Code
Conversion to Career-Conditional Appointment		501
Conversion to Career Executive Assignment		502
Conversion to Career Executive Assignment-Conditional		503
Conversion to Noncareer Executive Assignment		504
Conversion to Emergency Appointment		507
Conversion to Term Appointment Not-to-exceed (date)		508
Conversion to Temporary Appointment Pending Establishment of Register		512
Conversion to Appointment Not-to-exceed (date)		515
Conversion to Summer Appointment Not-to-exceed (date)		517
Conversion to Overseas Limited Appointment		520
Conversion to Overseas Limited Appointment Not-to-exceed (date)		522
Conversion to Appointment-Status Quo		524
Conversion to Limited Executive Assignment		528
Conversion to Reinstatement-Career		540
Conversion to Reinstatement-Career-Conditional		541
Conversion to Senior Executive Service Career Appointment		542
Conversion to Reinstatement-Senior Executive Service Career		543
Conversion to Senior Executive Service Noncareer Appointment		546
Conversion to Senior Executive Service Limited Term Appointment Not-to-exceed (date)		548

Data Representations - Continued

Name	Definition/Explanation	Code
Conversion to Senior Executive Service Limited Emergency Appointment Not-to-exceed (date)		549
Conversion to Canal Zone Career-Conditional Appointment		550
Conversion to Canal Zone Career Appointment		551
Conversion to Canal Zone Temporary Appointment Pending Establishment of Register		552
Conversion to Canal Zone Appointment Not-to-exceed (date)		553
Conversion to Canal Zone Term Appointment Not-to-exceed (date)		554
Conversion to Canal Zone Reappointment		555
Conversion to Canal Zone Appointment-Status Quo		556
Conversion to Excepted Appointment		570
Conversion to Excepted Appointment Not-to-exceed (date)		571
Conversion to Regular Rural Carrier Appointment		580
Promotion		702
Promotion Not-to-exceed (date)		703
Change to Lower Grade		713
Change to Part-time Fixed		716
Reassignment		721
Detail Not-to-exceed (date)		730
Extension of Detail Not-to-exceed (date)		731
Termination of Detail		732
Grade Restoration		735
Grade Retention		736
Position Change		740
Position Change Not-to-exceed (date)		741

Data Representations - Continued

Name	Definition/Explanation	Code
Continuance Not-to-exceed (date)	.....	750
Extension of Appointment Not-to-exceed (date)	.....	760
Extension of Summer Appointment Not-to-exceed (date)	.....	761
Extension of Senior Executive Service Appointment Not-to-exceed (date)	.....	762
Extension of Term Appointment Not-to-exceed (date)	.....	765
Extension of Promotion Not-to-exceed (date)	.....	769
Extention of Position Change Not-to-exceed (date)	.....	770
Extension of Furlough Not-to-exceed date	.....	772
Extension of Leave Without Pay Not-to-exceed (date)	.....	773
Name Change from _____	.....	780
Change in Work Schedule	.....	781
Change in Hours	.....	782
Realignment	.....	790
Change in Duty Station	.....	792
Change in Data Element	.....	800
Termination of Grade Retention	.....	866
Change in Tenure Group	.....	880
Federal Employees Group Life Insurance Change	.....	881
Change in Service Computation Date	.....	882
Change in Veteran Preference	.....	883
Denial of Within-grade Increase	.....	888
Merit Pay Cash Award	.....	890
Merit Increase	.....	891
Quality Increase	.....	892
Within-grade Increase	.....	893
Pay Adjustment	.....	894
Step Adjustment	.....	899

OCCUPATIONAL SERIES

Implementation Date: October 1981
Definition: A subdivision of an Occupational Family or Group consisting of one or more classes of positions similar as to specialized line of work but differing in difficulty or responsibility of work and therefore in grade or salary range.
Maintenance Agency: U.S. Office of Personnel Management, Staffing Services Group, Standards Development Center.

Associated Data Element(s)

Title and Definition	Size/ Class
Occupational code--The employee's occupational series.	4N

Data Representations

Name	Definition/Explanation	Code
	The full names, definitions, and numeric representations of the various occupational series are printed in the following publications: a. Handbook of Occupational Groups and Series of Classes for positions covered by title 5, United States Code. (Includes series 0001 through 2181). b. FPM SUPPLEMENT 512-1, part 3, for trades and labor jobs under the Federal Wage System or other blue collar pay systems. (Includes codes 2500 through 9899.) c. Post Office Department Personnel Handbook Series P-1 and P-4, for positions in the Postal Service System (includes series 2301 through 2350). Note that these publications contain 3-digit and 4-digit occupational series codes. In the following list, all the 3-digit codes have been preceded with a filler zero, e.g., 0XXX, to complete the 4-digit field.	

Data Representations

Name	Definition/Explanation	Code
Trades, crafts, and labor		0001
Correctional institution administration		0006
Correctional officer		0007
Institutional administration		0008
Institutional management		0009
Bond sales promotion		0011
Safety and occupational health management		0018
Safety technician		0019
Community planning		0020
Community planning technician		0021
Outdoor recreation planning		0023
Park management		0025
Park technician		0026
Crop insurance administration		0027
Environmental protection specialist		0028
Environmental protection assistant		0029
Sports specialist		0030
Funeral directing		0050
Chaplain		0060
Clothing design		0062
Fingerprint identification		0072
Security administration		0080
Fire protection and prevention		0081
United States Marshal		0082
Police		0083
Guard		0085
Guide		0090
Foreign law specialist		0095
General student trainee		0099
Social science		0101
Social science aid and technician		0102
Social insurance administration		0105
Unemployment insurance		0106
Economist		0110
Economics assistant		0119
Food assistance program specialist		0120
Foreign affairs		0130
International relations		0131
Intelligence		0132
Intelligence aid and clerk		0134
Foreign agricultural affairs		0135
International cooperation		0136
Manpower research and analysis		0140
Manpower development		0142
Geography		0150
Civil rights analysis		0160
History		0170
Psychology		0180
Psychology aid and technician		0181
Sociology		0184
Social work		0185
Social services aid and assistant		0186
Social services		0187
Recreation specialist		0188
Recreation aid and assistant		0189
General anthropology		0190
Archeology		0193

***Data Representations*—Continued**

Name	*Definition/Explanation*	*Code*
Social science student trainee		0199
Personnel management		0201
Personnel clerical and assistance		0203
Military personnel clerical and technician		0204
Military personnel management		0205
Personnel staffing		0212
Position-classification		0221
Occupational analysis		0222
Salary and wage administration		0223
Employee relations		0230
Labor relations		0233
Employee development		0235
Mediation		0241
Apprenticeship and training		0243
Labor-management relations examining		0244
Contractor industrial relations		0246
Wage and hour compliance		0249
Equal employment opportunity		Ø26Ø
Miscellaneous administration and program		0301
Messenger		0302
Miscellaneous clerk and assistant		0303
Information receptionist		0304
Mail and file		0305
Correspondence clerk		0309
Clerk-stenographer and reporter		0312
Work unit supervising		0313
Clerk-dictating machine transcribing		0316
Secretary		0318
Closed microphone reporter		0319
Clerk-typist		0322
Cold-type composing machine		0324
Digital computer systems administration		0330
Computer operation		0332
Computer specialist		0334
Computer clerk and assistant		0335
Program management		0340
Administrative officer		0341
Office services management and supervision		0342
Management analysis		0343
Management clerical and assistance		0344
Program analysis		0345
Logistics management		0346
GAO evaluator	The use of this occupational series title, and code is limited to the General Accounting Office only.	Ø347

Data Representations—Continued

Name	Definition/Explanation	Code
Equipment operator		Ø35Ø
Printing clerical		Ø351
Bookkeeping machine operation		Ø354
Calculating machine operation		Ø355
Data transcriber		Ø356
Coding		Ø357
Electric accounting machine operation		Ø359
Equal opportunity compliance		Ø36Ø
Equal opportunity assistance		Ø361
Electric accounting machine project planning		Ø362
Telephone operating		Ø382
Teletypist		Ø385
Cryptographic equipment operation		Ø388
Radio operating		Ø389
Communications relay operation		Ø39Ø
Communications management		0391
General communications		0392
Communications specialist		0393
Communications clerical		0394
General biological science		0401
Microbiology		0403
Biological technician		0404
Pharmacology		0405
Agricultural extension		0406
Ecology		0408
Zoology		0410
Physiology		0413
Entomology		0414
Plant protection technician		0421
Botany		0430
Plant pathology		0434
Plant physiology		0435
Plant protection and quarantine		0436
Horticulture		0437
Genetics		0440
Range conservation		0454
Range technician		0455
Soil conservation		0457
Soil conservation technician		0458
Irrigation system operation		0459
Forestry		0460
Forestry technician		0462
Soil science		0470
Agronomy		0471
Agricultural management		0475
General fish and wildlife administration		0480
Fishery biology		0482
Wildlife refuge management		0485
Wildlife biology		0486
Husbandry		0487
Fish hatchery management		0488
Home economics		0493
Biological science student trainee		0499
General accounting clerical and administrative		0501
Budget and accounting		0504
Financial management		0505
Accounting		0510
Internal revenue agent		0512
Accounts maintenance clerical		0520
Accounting technician		0525
Tax technician		0526
Cash processing		0530
Voucher examining		0540
Fiscal auditing (GAO)		0541
Payroll		0544

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
Military pay		0345
Benefit-payment roll		0347
Budget analysis		0360
Budget clerical and assistance		0561
Financial institution examining		0570
Time and leave		0590
Tax accounting		0592
Insurance accounts		0593
Accounting student trainee		0599
General health science		0601
Medical officer		0602
Physician's assistant		0603
Nurse anesthetist		0605
Nurse		0610
Public health nurse		0615
Practical nurse		0620
Nursing assistant		0621
Medical supply aide and technician		0622
Autopsy assistant		0625
Dietitian and nutritionist		0630
Occupational therapist		0631
Physical therapist		0633
Corrective therapist		0635
Rehabilitation therapy assistant		0636
Manual arts therapist		0637
Recreation/creative arts therapist		0638
Educational therapist		0639
Nuclear medicine technician		0642
Medical technologist		0644
Medical technician		0645
Pathology technician		0646
Diagnostic radiologic technologist		0647
Therapeutic radiologic technician		0648
Medical machine technician		0649
Medical technical assistant		0650
Pharmacist		0660
Pharmacy technician		0661
Optometrist		0662
Restoration technician		0664
Speech pathology and audiology		0665
Orthotist and prosthetist		0667
Podiatrist		0668
Medical record librarian		0669
Hospital administration		0670
Health system specialist		0671
Prosthetic representative		0672
Hospital housekeeping management		0673
Medical record technician		0675
Medical clerk		0679
Dental officer		0680
Dental assistant		0681
Dental hygiene		0682
Dental laboratory aid and technician		0683
Public health dental hygiene		0684
Public health program specialist		0685
Sanitarian		0688

Data Representations—Continued

Name	Definition/Explanation	Code
Industrial hygiene		0690
Consumer safety		0696
Environmental health technician		0698
Health aid and technician		0699
Veterinary medical science		0701
Animal health technician		0704
Veterinary student trainee		0799
General engineering		0801
Engineering technician		0802
Safety engineering		0803
Fire prevention engineering		0804
Materials engineering		0806
Landscape architecture		0807
Architecture		0808
Construction control		0809
Civil engineering		0810
Surveying technician		0817
Engineering drafting		0818
Environmental engineering		0819
Construction analyst		0828
Mechanical engineering		0830
Nuclear engineering		0840
Electrical engineering		0850
Electronics engineering		0855
Electronics technician		0856
Biomedical engineering		0858
Aerospace engineering		0861
Naval architecture		0871
Ship surveying		0873
Mining engineering		0880
Petroleum engineering		0881
Agricultural engineering		0890
Ceramic engineering		0892
Chemical engineering		0893
Welding engineering		0894
Industrial engineering technician		0895
Industrial engineering		0896
Engineering and architecture student trainee		0899
Law clerk		0904
General attorney		0905
Estate tax examining		0920
Hearings and appeals		0930
Administrative law judge		0935
Deportation and exclusion examining		0942
Clerk of court		0945
Paralegal specialist		0950
Contact representative		0962
Legal instruments examining		0963

***Data Representations*—Continued**

Name	*Definition/Explanation*	*Code*
Land law examining		0965
Passport and visa examining		0967
Legal clerk and technician		0986
Tax law specialist		0987
General claims examining		0990
Worker's compensation claims examining		0991
Loss and damage claims examining		0992
Social insurance claims examining		0993
Unemployment compensation claims examining		0994
Dependents and estates claims examining		0995
Veterans claims examining		0996
Civil service retirement claims examining		0997
Claims clerical		0998
General arts and information		1001
Exhibits specialist		1010
Museum curator		1015
Museum specialist and technician		1016
Illustrating		1020
Office drafting		1021
Public affairs		1035
Language specialist		1040
Translator		1045
Language clerical		1046
Interpreter		1047
Foreign language broadcasting		1048
Music specialist		1051
Theater specialist		1054
Art specialist		1056
Photography		1060
Audio-visual production		1071
Public information		1081
Writing and editing		1082
Technical writing and editing		1083
Visual information		1084
Foreign information		1085
Editorial assistance		1087
General business and industry		1101
Contract and procurement		1102
Industrial property management		1103
Property disposal		1104
Purchasing		1105
Procurement clerical and assistance		1106
Property disposal clerical and technical		1107
Public utilities specialist		1130
Trade specialist		1140
Commissary store management		1144
Agricultural program specialist		1145
Agricultural marketing		1146
Agricultural market reporting		1147
Wage and hour law administration		1149
Industrial specialist		1150

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***Data Representations*—Continued**

Name	*Definition/Explanation*	*Code*
Production control		1152
Financial analysis		1160
Crop insurance administration		1161
Crop insurance underwriting		1162
Insurance examining		1163
Loan specialist		1165
Internal revenue officer		1169
Realty		1170
Appraising and assessing		1171
Housing management		1173
Building management		1176
Patent technician		1202
Copyright		1210
Copyright technician		1211
Patent administration		1220
Patent adviser		1221
Patent attorney		1222
Patent classifying		1223
Patent examining		1224
Patent interference examining		1225
Design patent examining		1226
Trademark examining		1241
General physical science		1301
Health physics		1306
Physics		1310
Physical science technician		1311
Geophysics		1313
Hydrology		1315
Hydrologic technician		1316
Chemistry		1320
Metallurgy		1321
Astronomy and space science		1330
Meteorology		1340
Meteorological technician		1341
Geology		1350
Oceanography		1360
Navigational information		1361
Cartography		1370
Cartographic technician		1371
Geodesy		1372
Land surveying		1373
Geodetic technician		1374
Forest products technology		1380
Food technology		1382
Textile technology		1384
Photographic technology		1386
Document analysis		1397
Physical science student trainee		1399
Librarian		1410
Library technician		1411
Technical information services		1412
Archivist		1420

Data Representations—Continued

Name	Definition/Explanation	Code
Archives technician		1421
Actuary		1510
Operations research		1515
Mathematics		1520
Mathematics technician		1521
Mathematical statistician		1529
Statistician		1530
Statistical assistant		1531
Cryptography		1540
Cryptanalysis		1541
Computer science		1550
Mathematical science student trainee		1599
General facilities and equipment management		1601
Cemetery administration		1630
Facility management		1640
Printing management		1654
Laundry and dry cleaning plant management		1658
Fishery methods and equipment		1659
General housekeeping		1666
Steward		1667
Equipment specialist		1670
General education and training		1701
Education and training technician		1702
Education and vocational training		1710
Training instruction		1712
Vocational rehabilitation		1715
Educational research and program		1720
Public health educator		1725
General inspection, investigation and compliance		1801
Compliance inspection and support		1802
General investigating		1810
Criminal investigating		1811
Game law enforcement		1812
Air safety investigating		1815
Immigration inspection		1816
Mine safety and health		1822
Aviation safety officer		1825
Securities compliance examining		1831
Agricultural commodity warehouse examining		1850
Alcohol, tobacco, and firearms inspection		1854
Alcohol tax technician		1855
Public health inspection		1860
Consumer safety inspection		1862
Food inspection		1863
Public health quarantine inspection		1864
Customs patrol officer		1884
Import specialist		1889
Customs inspection		1890
Customs enforcement officer		1891
Customs appraising and examining		1892
Customs marine officer		1893
Customs entry and liquidating		1894
Customs warehouse officer		1895
Border patrol agent		1896
Customs aid		1897

Data Representations—Continued

Name	Definition/Explanation	Code
Admeasurement		1898
Miscellaneous inspection		1899
Quality assurance		1910
Quality inspection		1960
Agricultural commodity grading		1900
Agricultural commodity aid		1981
General supply		2001
Supply program management		2003
Supply clerical and technician		2005
Inventory management		2010
Distribution facilities and storage management		2030
Packaging		2032
Supply cataloging		2050
Sales store clerical		2091
Transportation specialist		2101
Transportation clerk and assistant		2102
Transportation Industry analysis		2110
Transportation rate and tariff examining		2111
Railroad safety		2121
Motor carrier safety		2123
Highway safety		2125
Traffic management		2130
Freight rate		2131
Travel		2132
Passenger rate		2133
Shipment clerical		2134
Transportation loss and damage claims examining		2135
Cargo scheduling		2144
Transportation operations		2150
Dispatching		2151
Air traffic control		2152
Marine cargo		2161
Aircraft operation		2181
Postmaster—presidential offices		2301
Postmaster fourth class office		2302
Postal administration		2305
Postal collection and delivery		2310
Postal distribution		2315
Postal window and related services		2320
Rural carriers		2325
Postal transportation		2330
Postal inspection		2335
Miscellaneous postal		2340
Mail classification and special services		2345
Schemes and schedules development		2350
Miscellaneous wire communications equipment installation and maintenance.		2501
Telephone mechanic		2502
Wire communications cable splicing		2504
Telephone equipment inspecting		2506
Telephone installing and repairing		2507
Communications line installing and repairing		2508
Teletypewriter installing and repairing		2509
Wire chief		2510

***Data Representations*—Continued**

Name	*Definition/Explanation*	*Code*
Wire communications equipment installing and repairing.		2511
Wire communications equipment inspecting		2512
Cryptographic equipment installing and repairing		2513
Automatic telegraph communications switching equipment installing and repairing.		2514
Communications cable installing and repairing		2549
Wire communication work supervising		2551
Wire communications central office inspecting		2554
Teletype maintenance inspecting		2555
Wire communications cable inspecting		2556
Telephone installing		2558
Intercommunication systems installing		2559
Miscellaneous electronic equipment installation and maintenance.		2601
Electronic measurement equipment mechanic		2602
Electron tube making		2603
Electronics mechanic		2604
Mine control systems repairing		2605
Electronic industrial controls mechanic		2606
Electronic test equipment operating		2607
Electronic digital computer mechanic		2608
Radio equipment inspecting		2609
Electronic integrated systems mechanic		2610
Fire control instrument inspecting		2612
Fire control instrument making, installing, and repairing.		2613
Electronics mechanic		2614
Electronic equipment inspecting		2615
Motion picture sound transmission installing and repairing.		2616
Electronic fire control systems making, installing, and repairing		2617
Electronic fire control systems inspecting		2618
Electronic-mechanical communications equipment installing and repairing.		2619
Television equipment installing and repairing		2620
Toll office telephone equipment installing and repairing.		2621
Electronic-mechanical industrial equipment repairing.		2622
Domestic radio and television receiver repairing		2640
Fire control systems inspecting (marine)		2641
Electronic systems inspection (marine)		2642
Engraved circuit making		2643
Test range equipment repairing		2644
Electronic torpedo overhaul, repair, and testing		2645
Electronic integrated systems mechanic		2650
Electronic equipment repair supervising		2651
Electronic equipment repair inspector supervising		2652
Radio installing		2653
Radio repairing		2654
UHF radio repairing		2655

Data Representations—Continued

Name	Definition/Explanation	Code
Ground radio installing		2656
Radar repairing		2657
Radar repair inspecting		2658
Electronic automatic pilot mechanical		2660
Radio-radar equipment installing		2661
Radio-radar equipment installation inspecting		2662
Electronic industrial controls mechanic		2663
Electronic amplifier repairing		2664
Electronic amplifier repair inspecting		2665
System optical sight repairing		2666
Electronic computing sight repairing		2667
Bombing-navigational system analyzing		2668
Fire control system analyzing		2669
Electronic quality control inspecting		2670
Electronic systems inspecting		2671
Radio repair inspecting		2674
Television repairing		2675
Electronic instrument and control system repairing		2676
Electronic instrument and control system repair inspecting.		2677
Radar antenna pattern testing		2678
Electronic measurement equipment quality control inspecting.		2679
Electronic test equipment repairing		2680
Electronic equipment fabricating		2681
Electronic standards calibrating		2682
Electronic equipment field maintaining		2683
UHF radio overhaul inspecting		2684
Electronic test equipment inspecting		2685
Experimental airborne electronic system		2687
Electronic subassembly repairing		2688
Laboratory electronic test equipment testin		2689
Digital computer mechanic		2690
Analog computer maintaining		2691
Electronic systems experimenting		2692
Experimental electronic systems mo		2693
Experimental electronic systems ins		2694
Remote control electronic equipment maintaining		2695
Radio repairing and installing		2696
Automatic checkout equipment analyzing		2697
Telecommunications security systems equipment repairing.		2698
Cryptoequipment repair inspecting		2699
Miscellaneous quartz crystal work		2701
Crystal cutting		2702
Crystal etching and dicing		2703
Crystal finishing		2704
Crystal inspecting		2705
Crystal lapping		2706

***Data Representations*—Continued**

Name	*Definition/Explanation*	*Code*
Crystal orienting		2707
Crystal technician		2708
Quartz crystal work supervising		2751
Quartz crystal orienting and cutting		2752
Crystal blank dimensioning		2753
Crystal calibrating		2754
Crystal plating		2755
Crystal etching		2756
Crystal X-raying		2757
Crystal quality control inspecting		2770
Miscellaneous electrical installation and maintenance		2801
Electrical installing and repairing (marine)		2802
Electrical working (studio)		2803
Electrical inspecting		2804
Electrician		2805
Electrical line working		2806
Electrical motor repairing		2807
Electrical working (powerhouse)		2808
Armature winding		2809
Electrician (high voltage)		2810
Electrical inspecting (marine)		2840
Experimental electrical equipment testing		2841
Electrical mechanical equipment repairing		2842
Electrical instrument repairing		2843
Electrical test and development working		2844
Electrical work supervising		2851
Electrical motor modifying		2853
Electrical equipment repairing		2854
Electrical maintenance inspecting		2855
Lineman maintenance inspecting		2856
Light fixture servicing		2857
Spark plug working		2858
Time recording equipment repairing		2859
Aircraft electrical equipment repair helping		2860
Electrical—mechanical overhaul supervising		2861
Electrical—mechanical overhaul inspector supervising		2862
Electrical equipment disassembling		2863
Electrical—mechanical accessory repairing		2864
Electrical—mechanical accessory testing		2865
Electrical rotomotive accessory assembling		2866
Magneto repairing		2867
Fixed electrical accessory repairing		2868
Ignition harness repairing		2869
Electrical components quality control inspecting		2870
Wire coding machine operating		2871
Electrical harness inspecting		2872
Electrical harness fabricating		2873
Electrical—mechanical accessory inspecting		2874
Ignition harness inspecting		2875

Data Representations—Continued

Name	Definition/Explanation	Code
Magneto inspecting		2876
Electrical power supply repairing		2877
Electrical harness repairing		2878
Electrical training devices fabricating		2879
Experimental aircraft systems electrical		2880
Test electrical systems fabricating		2881
Test facilities electrical		2882
Transformer and choke manufacturing		2883
Electrical equipment inspecting		2885
Antenna repairing		2886
Aircraft electrical systems quality control inspecting		2887
Missile systems electrical		2890
Aircraft electrical overhaul supervising		2891
Aircraft electrical systems installing and repairing		2892
Aircraft electrical systems inspecting		2893
Airframe electrical equipment installing		2894
Airframe electrical equipment installation inspecting		2895
Electrical—mechanical devices repairing		2896
Aircraft turret repairing		2897
Armament accessories repairing		2898
Armament accessories and turret inspecting		2899
Miscellaneous electronic equipment operation		2901
Public address equipment operating		2902
Radio transmitter operating		2903
Test range tracking		2949
Miscellaneous fabric and leather work		3101
Leatherworking		3102
Shoe repairing		3103
Canvas working		3104
Fabric working		3105
Upholstering		3106
Tailoring		3108
Sewing		3110
Sewing machine operating		3111
Marking and cutting		3113
Mattress making and repairing		3114
Parachute making and repairing		3115
Pillowmaking and renovating		3116
Belt working		3117
Embroidering		3118
Broom and brush making		3119
Parachute inspecting		3120
Parachute packing		3121
Leather products inspecting		3122
Floor covering		3124
Ropemaking		3140
Airship fabric repairing		3141
Pattern cutting		3142
Ticketing		3143
Finishing		3144

***Data Representations*—Continued**

Name	*Definition/Explanation*	*Code*
Fabric and leather work supervising		3151
Fabric, leather, and textile inspecting		3152
Textile and leather working		3153
Garment repairing		3154
Pressing		3156
Textile products dry cleaning		3157
Seamstress		3158
Airframe fabric working		3160
Parachute repairing and packing		3165
Textile quality control inspecting		3170
Clothing sample cutting		3180
Survival equipment manufacturing		3181
Experimental parachute manufacturing		3182
Clothing samplemaking		3183
Environmental clothing manufacturing		3184
Parachute manufacture inspecting		3185
Experimental parachute packing		3186
Clothing patternmaking		3187
Miscellaneous glass work		3201
Auto glass repairing		3202
Glazing		3203
Glassblowing		3204
Miscellaneous instrument work		3301
Meteorological instrument repairing		3303
Industrial instrument repairing		3305
Optical instrument repairing		3306
Nautical instrument repairing		3307
Photographic equipment repairing		3308
Timekeeping instrument repairing		3309
Industrial instrument inspecting		3310
Fire control instrument making, installing, and repairing		3311
Fire control instrument inspecting		3312
Instrument making		3314
Nuclear reactor instrument systems mechanic		3315
Scale building, installing, and repairing		3341
Electromechanical flight training devices repairing		3342
Motion picture equipment mechanic		3343
Optical instrument making		3344
Instrument making (general)		3345
Instrument overhaul supervising		3351
Instrument overhaul inspecting supervising		3352
Optical instrument—photographic equipment repair inspecting.		3353
Instrument sealing		3354
Aircraft instrument and control systems mechanical		3355
Liquid compass repairing		3356
Electrical test equipment repairing		3357
Electrical indicating instrument repairing		3358
Instrument mechanic		3359
Electromechanical, electronic, and gyroscope instrument repairing.		3360
Free gyro repairing		3361

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
Dimensional measuring devices repairing		3362
Pneumatic gyro repairing		3363
Projection equipment repairing		3364
Pressure instrument repairing		3365
Electronic regulator system repairing		3366
Electromechanical instrument and controls repair inspecting.		3368
Electronic regulator system repair inspecting		3369
Instrument quality control inspecting		3370
Optical equipment quality control inspecting		3371
Electrical instrument standards calibrating		3372
Pressure and geared instrument standards calibrating		3373
Guidance unit repairing		3374
Guidance unit testing		3375
Servopositioner repairing		3376
Missile mechanical components repair inspecting		3377
Miniaturized galvanometer repairing		3378
Optical measurement equipment quality control inspecting.		3379
Electrical instrument modifying		3381
Experimental instrument mechanical		3382
Pressure instrument modifying		3383
Experimental optical-photographic instrument mechanical		3384
Flight test experimental instrument fabricating		3385
Optical tracker modifying and operating		3386
System optical sight repairing		3387
Inertial platform overhaul inspecting supervising		3390
Inertial platform overhaul supervising		3391
Inertial gyro repairing		3392
Inertial accelerometer repairing		3393
Inertial gyro and accelerometer inspecting		3394
Inertial gyro and accelerometer calibrating and testing		3395
Inertial platform mechanical		3396
Inertial platform inspecting		3397
Inertial platform calibrating and testing		3398
Inertial platform calibration inspecting		3399
Miscellaneous machine tool work		3401
Automatic screw machine operating		3402
Model making (metal)		3403
Boring mill operating		3404
Patternmaking (metal)		3405
Buffing and polishing		3406
Coil or wire machine operating		3407
Drill press operating		3409
Automotive machining		3410
Engine lathe operating		3411
Instrument making and repairing		3412
Machined parts inspecting		3413

***Data Representations*—Continued**

Name	*Definition/Explanation*	*Code*
Machining		3414
Milling machine operating		3415
Toolmaking		3416
Tool grinding and repairing		3417
Turret lathe operating		3419
Layout working		3420
Planer operating		3421
Power saw operating		3422
Broaching machine operating		3423
Grinding machine operating		3424
Honing and lapping machine operating		3425
Profiling machine operating		3426
Shaper machine operating		3427
Die sinking		3428
Production machine operating		3429
Tool and gage checking		3430
Machine tool operating		3431
Gear cutting machine operating		3432
Machine tool inspecting		3433
Coinage die making		3441
Coinage die setting		3442
Ordnance machining		3443
Machinetool work supervising		3451
Pantograph machine operating		3452
Maintenance machining		3453
Springmaking		3454
General machine operating		3455
Aircraft engine parts reconditioning		3456
Aircraft engine reconditioned parts inspecting		3457
Aircraft engine machined components inspecting		3459
Aircraft parts reconditioning		3460
Machine tool work inspecting		3461
Test equipment repairing		3462
Propellant specimen cutting		3463
Parts reworking		3464
Aircraft engine cylinder reworking		3465
Pneumatic accessories repairing		3467
Metal cutting bandsaw operating		3468
Pneumatic accessories repair inspecting		3469
Machined components quality control inspecting		3470
Bearing quality control inspecting		3471
Dimensional measurement methods inspecting		3474
Precision measuring equipment inspecting		3475
Carbide toolmaking		3476
Parts rework machine operating		3477
Power hack saw operating		3478
Mechanical compressor repairing		3481
Gas turbine repairing		3482
Gas turbine and mechanical compressor repair inspecting.		3484
Experimental machining		3487
Experimental project machining		3488

Data Representations—Continued

Name	Definition/Explanation	Code
Miscellaneous general services and support work		3501
Laboring		3502
Housekeeping		3503
Ground maintenance		3504
Baggage handling		3505
Summer aid/student aid		3506
Deckhand-sailor		3507
Pipeline working		3508
Utilities maintenance working		3510
Laboratory working		3511
Studio-property handling		3512
Coin/currency checking		3513
Choker setting		3514
Laboratory support working		3515
Window washing		3540
Axeman		3541
Industrial cleaning		3542
Stevedoring		3543
Freight and baggage handling		3544
Pier facilities working		3545
Railroad repairing		3546
Sanitation services supervising		3551
Greenskeeping		3554
Workhand		3555
Greenhouse working		3560
Gardening		3562
Tree culture working		3563
Custodial working		3565
Janitor		3566
Door operating		3567
Aircraft freight loading		3568
Janitorial work inspecting		3569
Pest control		3570
Aircraft loadmaster		3571
Disposal working		3576
Miscellaneous structural and finishing work		3601
Cement finishing		3602
Masonry		3603
Tile setting		3604
Plastering		3605
Roofing		3606
Bricklaying		3607
Molding, materials		3608
Floor covering installing		3609
Insulating		3610
Glazing		3611
Stone cutting		3640
Stone carving		3641
Stone setting		3642
Terrazzo working		3643
Waterproofing		3644
Cement gun operating		3646
Grout caulking		3647

***Data Representations*—Continued**

Name	*Definition/Explanation*	*Code*
Asphalt working		3653
Miscellaneous metal processing		3701
Flame/arc cutting		3702
Welding		3703
Blacksmithing		3704
Welding inspecting		3705
Core making		3706
Metalizing		3707
Metal process working		3708
Cast room working		3709
Furnace tending (foundry)		3710
Electroplating		3711
Heat treating		3712
Chipping		3713
Molding		3714
Smeltering		3715
Leadburning		3716
Anodizing		3717
Galvanizing		3718
Metal surface treating		3719
Brazing and soldering		3720
Shrink pit operating		3721
Cold working		3722
Casting machine operating		3723
Castings inspecting		3724
Battery repairing		3725
Spot welding		3726
Buffing and polishing		3727
Metal phototransferring		3735
Circuit board making		3736
Forgings heating		3740
Furnace operating		3741
Machine operating, rolling and cutting		3742
Retort operating		3743
Refining equipment operating		3744
Pilot plant equipment operating		3745
Rotary kiln operating		3746
Welder helping		3750
Metal processing supervising		3751
Aircraft welding		3752
Aircraft welding inspecting		3753
Production welding		3754
Welding machine operating		3755
Production welding inspecting		3756
Metal burning equipment operating		3757
Machine welding inspecting		3758
Oxygraph cutting torch operating		3759
Battery repair inspecting		3760
Electroplating inspecting		3761
Industrial electroplating inspecting		3762
Industrial electroplating		3763
Electroplating working		3764
Industrial radiography		3765

Data Representations—Continued

Name	Definition/Explanation	Code
Battery servicing		3767
Magnetic particle-liquid penetrant inspecting		3768
Shot peening machine operating		3769
Electroplating quality control inspecting		3770
Materials process quality control inspecting		3771
Experimental alloy processing		3782
Experimental welding		3783
Missile test facility welding		3784
Miscellaneous metal work		3801
Forging machine operating		3802
Punch press operating		3803
Coppersmithing		3804
Metal products inspecting		3805
Sheet metal mechanic		3806
Structural/ornamental iron working		3807
Boilermaker		3808
Mobile equipment metal mechanic		3809
Forgings heating operating		3810
Metal furniture making and repairing		3811
Heavy-duty fabrication machine operating		3812
Forgings inspecting		3813
Automotive or engineer equipment repairing (radiator)		3814
Pneumatic tool operating		3815
Engraving		3816
Locksmithing		3817
Springmaking		3818
Airframe jig fitting		3819
Shipfitting		3820
Blacksmithing		3830
Rolling and cutting machine operating		3831
Medal making		3832
Transfer engraving		3833
Electron tube making		3835
Reinforcing iron working		3840
Ornamental iron working		3841
Metal spinning machine operating		3842
Sheet and plate metal working		3843
Sheet and plant metal equipment operating		3844
Aircraft sheet metal template inspecting		3845
Metal phototransferring		3846
Airship hangar repairing/scaffold building (metal)		3847
Aircraft metal work supervising		3851
Aircraft sheet metal working		3853
Engine metal container repairing		3854
Metal container repairing		3855
Metal tube working		3856
Cable working		3857
Metal tank and radiator repairing		3858
Metal tank and radiator repair inspecting		3859
Mobile equipment metal working		3860
Aircraft sheet metal manufacturing		3861
Aircraft sheet metal work inspecting		3862
Aircraft engine sheet metal parts inspecting		3863

***Data Representations*—Continued**

Name	*Definition/Explanation*	*Code*
Aircraft sheet metal template making		3864
Aircraft sheet metal parts repairing		3865
Aircraft engine sheet metal parts repairing		3866
Aircraft sheet metal parts repair inspecting		3867
Sheet metal work inspecting		3868
Metal forming machine operating		3869
Metal parts quality control inspecting		3870
Aircraft sheet metal quality control inspecting		3871
Metal tube making, installing, and repairing		3872
Metal tube inspecting		3873
Oil cooler working		3874
Experimental sheet metal parts fabricating		3880
Project sheet metal fabricating		3881
Aircraft sheet metal modifying		3882
Aircraft project sheet metal modifying		3883
Miscellaneous motion picture, radio, television, and sound equipment operation.		3901
Makeup working		3902
Studio grip		3903
Studio sound boom working		3904
Property handling		3905
Property handling (drapery)		3906
Property handling (wardrobe)		3907
Scenery working		3908
Motion picture film inspecting and reclaiming		3909
Motion picture projection		3910
Sound recording equipment operating		3911
Motion picture negative working		3912
Motion picture developing machine operating		3913
Motion picture printing machine operating		3914
Film slitting machine operating		3915
Film cleaning machine operating		3916
Magnastrip applicating machine operating		3917
Film searching		3918
Television equipment operating		3919
Broadcasting equipment operating		3940
Public address equipment operating		3941
Film library working		3954
Film inspecting and repairing		3956
Film acceptance inspecting		3957
Miscellaneous lens and crystal work		4001
Blocking (optical elements)		4002
Cementing (optical elements)		4003
Optical element working		4005
Grinding (optical elements)		4006
Plating (optical elements)		4007
Optical instrument assembling		4008
Lens coating		4009
Prescription eyeglass making		4010
Spectacle lens surfacing		4011
Optical etching		4012
Optical element inspecting		4013
Quartz crystal working		4015

Data Representations—Continued

Name	Definition/Explanation	Code
Miscellaneous optical working		4040
Precision lens and prism and test plate making		4041
Miscellaneous painting and paperhanging		4101
Painting		4102
Paperhanging		4103
Sign painting		4104
Paint milling		4105
Wallboard taping		4106
Scenery painting		4110
Aircraft painting		4140
Painting inspecting		4141
Street designating and marking		4142
Automotive painting		4143
Industrial painting		4153
Production painting		4155
Instrument dial painting		4157
Miscellaneous plumbing and pipefitting		4201
Automatic sprinkler system installing and repairing		4202
Insulator		4203
Pipefitting		4204
Pipefitting (marine)		4205
Plumbing		4206
Steamfitting		4207
Sprinkler system inspecting and repairing		4208
Fire hydrant servicing		4209
Water meter installing		4240
Tapping machine operating		4241
Pipe caulking		4243
Pipefitting inspecting (marine)		4244
Pipefitting supervising		4251
Fuel distribution system mechanical		4255
Fuel distribution system inspecting		4256
Miscellaneous pliable materials work		4301
Model making (plastic)		4303
Plastic molding equipment operating		4351
Plastic fabricating		4352
Plastic working inspecting		4353
Transparent enclosure repairing		4354
Plastic work quality control inspecting		4355
Rubber products molding		4360
Rubber equipment repairing		4361
Glassblowing		4370
Plaster pattern casting		4371
Molding		4373
Core making		4374
Experimental plastic working		4382
Miscellaneous printing and reproduction		4401
Bindery working		4402
Hand composing		4403
Drafting (offset)		4404
Film assembling-stripping		4405
Letterpress operating		4406
Linotype machine operating		4407

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
Relief model reproduction		4408
Mounting		4409
Monotype casting machine operating and repairing		4410
Monotype keyboard operating		4411
Mimeograph operating		4412
Negative engraving		4413
Offset photography		4414
Plate graining		4415
Platemaking		4416
Offset press operating		4417
Printing plant equipment repairing		4418
Silk screen making and printing		4419
Transferring		4420
Chemical mixing		4421
Dot etching		4422
Pantograph engraving machine operating		4423
Multigraph operating		4424
Photoengraving		4425
Relief map model making		4426
Xerox operating		4427
Blueprint and diazo equipment operating		4428
Photostat operating		4429
Microphotography working		4430
Photo composition machine operating		4431
Compositor (paste-up)		4432
Proofreader/type placement equipment operating		4433
Stereotype platemaking		4440
Bookbinding		4441
Lithographic and printing working		4442
Miscellaneous duplicating equipment operating		4443
Fluid process plate maker		4444
Bank note designing		4445
Bank note engraving		4446
Sculptural engraving		4447
Siderographic transferring		4448
Electrolytic intaglio platemaking		4449
Intaglio die and plate finishing		4450
Power paper cutter operating		4451
Power collator operating		4452
Dye processing		4453
Intaglio press operating		4454
Ozalid operating		4460
Blueprint equipment operating		4461
Addressing equipment operating		4462
Lithographic quality control inspecting		4463
Typewriter composing machine operating		4491
Reviewers and revisers		4492
Proofreader		4493
Maker-up		4494
Imposer		4495
Electrotype molder and finisher		4496
Miscellaneous rubber work		4501
Tires and tube inspecting		4502

Data Representations—Continued

Name	Definition/Explanation	Code
Rubber products fabricating and repairing		4503
Tires and tube repairing		4504
Survival equipment servicing		4505
Rubber products inspecting		4507
Rubber compounding		4508
Rubber work supervising		4551
Aircraft mechanic (rubber)		4553
Rubber equipment repairing		4554
Rubber quality control inspecting		4570
Miscellaneous woodwork		4601
Blocking and bracing		4602
Boat repairing		4603
Wood working		4604
Wood crafting		4605
Carpentry (marine)		4606
Carpentry		4607
Saw mill operating		4608
Crate making		4609
Carpentry (studio)		4610
Dunnage making		4611
Furniture repairing		4613
Model making (wood)		4614
Nailing machine operating		4615
Patternmaking		4616
Power saw operating (wood)		4617
Woodworking machine operating		4618
Wood body repairing		4619
Shoe last repairing		4620
Crating		4621
Crating inspecting		4622
Gun stock making and finishing		4623
Timber working		4639
Planer operating (sawmill)		4640
Milling		4641
Timber framing		4642
Wooden sign making		4643
Orthopedic devices woodworking		4644
Lathing		4645
Wallboard taping		4646
Carpenter helping		4650
Woodworking supervising		4651
Woodworking		4652
Woodworking inspecting		4653
Form block making		4654
Roof maintenance		4655
Industrial carpentry		4656
Floor and cabinet covering		4657
Crating and warehousing supervising		4658
Production crating		4659
Wood container assembling		4660
Wood container making		4661
Crating inspecting		4662

Data Representations—Continued

Name	Definition/Explanation	Code
Blocking and loading inspecting		4663
Wooden structures inspecting		4665
Lumber inspecting		4667
Reclamation lumber inspecting		4668
Miscellaneous general maintenance and operations work		4701
Construction supervising		4702
Construction and maintenance supervising		4703
Maintenance supervising		4704
Maintenance inspecting		4705
River and harbor construction and maintenance supervising		4706
Preventive maintenance working		4707
Instrument maker		4712
Model making		4714
Exhibits making/modeling		4715
Railroad car repairing		4716
Boat building and repairing		4717
General equipment mechanic		4737
Antenna tower installing and maintaining		4738
Buildings and grounds maintenance		4739
General facilities and equipment repairing		4740
General equipment operating		4741
Utility systems repairing-operating		4742
General inspecting		4743
Aeronautical and space research laboratory facilities supervising.		4744
Research laboratory mechanic		4745
Experimental mechanical equipment repairing		4746
Laboratory helping		4747
Model making (general)		4748
Maintenance mechanic		4749
Building maintaining		4752
Cemetary caretaking		4754
Construction and maintenance inspecting		4755
Roads and grounds maintenance supervising		4756
Caretaking		4757
Repair and maintenance estimating		4758
Rock bolt maintaining		4759
Miscellaneous general equipment maintenance		4801
Musical instrument repairing		4802
Fire extinguisher servicing		4803
Garden equipment repairing		4804
Medical equipment repairing		4805
Office appliance repairing		4806
Chemical equipment repairing		4807
Custodial equipment servicing		4808
Recreational equipment repairing		4809
Sponging equipment repairing		4810
Musical instrument inspecting		4811
Saw reconditioning		4812
Office appliance inspecting		4813

Data Representations—Continued

Name	Definition/Explanation	Code
Survey equipment servicing		4814
Chemical equipment inspecting		4815
Protective and safety equipment fabricating and repairing		4816
Protective and safety equipment inspecting		4817
Radiology equipment repairing		4818
Bowling equipment repairing		4819
Vending machine repairing		4820
Scale building, installing, and repairing		4838
Film processing equipment repairing		4839
Tool and equipment repairing		4840
Window shade assembling, installing, and repairing		4841
Traffic and parking devices maintaining		4842
Navigation aids maintaining		4843
Bicycle repairing		4844
Orthopedic appliance repairing		4845
Gas cylinder repairing and charging		4846
Diamond drill setting		4847
Mechanical parts repairing		4848
Valve and pump repairing		4849
Bearing reconditioning		4850
Reclamation working		4851
Domestic appliance repairing		4855
Office appliance quality control inspecting		4870
Aids to navigation operating		4871
Miscellaneous plastic materials manufacturing		4901
Plastic materials making		4902
Plastic materials inspecting		4903
Miscellaneous plant and animal work		5001
Farming		5002
Gardening		5003
Cemetery caretaking		5004
Tree felling		5010
Choker setting		5012
Nursery working		5013
Airplane cargo packaging		5014
Airplane cargo dropping		5015
Smokechasing		5016
Portable pump operating		5017
Forest power tool operating		5018
Animal packing		5020
Forest working		5021
Forest fire fighting		5022
Dairy plant operating		5025
Pest controlling		5026
Crops research helping		5027
Soil research helping		5028
Poultry research helping		5029
Livestock research helping		5030
Insects production working		5031
Laboratory animal research helping		5032
Farm equipment operating		5033

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
Dairy farming		5034
Livestock ranching/wrangling		5035
Irrigating		5036
Swineherding		5037
Beefherding		5038
Horse wrangling		5039
Radiation equipment attending		5040
Poultry farming		5041
Tree trimming and removing		5042
Greenhouse attending		5043
Livestock slaughtering		5044
Fur seal working		5045
Field support		5046
Animal caretaking		5048
Farm operation supervising		5051
Miscellaneous occupations		5201
Mine and tunnel working		5202
Blasting		5203
Broom and brush making		5204
Gas and radiation detecting		5205
Swimming pool operating		5206
Submarine and torpedo net rigging		5207
Thermochemical battery making		5208
Refuse collection, transfer, and disposal		5209
Rigging		5210
Gamma-ray logging instrument operating		5211
Laboratory worker		5212
Exhibits making		5213
Cartographic aids making		5214
Mining equipment maintaining		5215
Steward		5216
Shipwright		5220
Lofting		5221
Diving		5222
Airplane cargo dropping		5230
Test range tracking		5235
Miscellaneous industrial equipment maintenance		5301
Woodworking machine repairing		5302
Asbestos working		5303
Gas generating plant repairing		5304
Air conditioning equipment mechanic		5306
Shoe machine repairing		5307
Gas appliance repairing		5308
Heating and boiler plant equipment mechanic		5309
Kitchen/bakery equipment repairing		5310
Locksmithing		5311
Sewing machine repairing		5312
Elevator mechanic		5313
Gasoline distribution equipment repairing		5314
Millwright		5315
Laundry and dry cleaning equipment repairing		5317
Lock and dam repairing		5318

Data Representations—Continued

Name	Definition/Explanation	Code
Gasoline motor repairing		5319
Coffee plant equipment repairing		5320
Laundry and dry cleaning equipment inspecting		5321
Refrigeration and air-conditioning equipment inspecting		5322
Oiling and greasing		5323
Powerhouse equipment repairing		5324
Utilities equipment control repairing		5325
Drawbridge repairing		5326
Powerhouse equipment repairing		5327
Hydraulic equipment repairing		5328
Machine tool and metal working machine repairing		5329
Printing equipment repairing		5330
Sponging equipment repairing		5333
Marine machinery mechanic		5334
Wind tunnel mechanic		5335
Dehumidification equipment repairing		5338
Well and irrigation pump repairing		5339
Sewage plant maintaining		5340
Industrial furnace building and repairing		5341
Mail processing equipment maintaining and repairing		5342
Conveyor maintaining and repairing		5343
Diesel and gasoline engine repairing		5344
Fish facilities repairing		5345
Aircraft launching and arresting devices repairing		5346
Aircraft launching and arresting devices inspecting		5347
Pumping equipment repairing		5348
Pumping plant and power plant repairing		5349
Production machinery mechanic		5350
Machine and hand tool repairing		5351
Industrial equipment mechanic		5352
Fixed industrial equipment inspecting		5353
Power plant equipment repairing		5354
Tramway maintenance mechanical		5355
Fixed industrial equipment maintenance supervising		5356
Air compressor repairing		5357
Evaporative cooler servicing		5358
Diesel-electric generator repairing		5359
Test machinery maintaining		5360
Power generating equipment mechanical		5361
Prefabricated metal working		5362
Airframe jig aligning		5363
Door systems mechanic		5364
Physiological trainer mechanic		5365
Cryogenic systems mechanical		5366
Power plant engine mechanical		5367
Pump repairing		5368
Fixed industrial equipment quality control inspecting		5370
Numerically controlled machine maintaining and repairing		5371
Powered support systems mechanic		5378
Test cell pressure systems mechanical		5379
Climatic facility maintaining		5380
Sewing machine modifying		5381
Test reactor control and instrumentation specialist		5382

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
Remote control mechanical equipment maintaining		5383
Gasdynamic facility installing and repairing		5384
Propellant system mechanical		5385
Miscellaneous industrial equipment operation		5401
Boiler plant operating		5402
Incinerator operating		5403
Operating engineer, gas systems		5404
Steam plant operating		5405
Utility systems operating		5406
Electric power controlling		5407
Sewage disposal plant operating		5408
Water treatment plant operating		5409
Asphalt plant operating/asphalt and/or concrete plant operating		5410
Air compressor operating		5411
Coal unloader operating		5412
Fuel distribution system operating		5413
Baling machine operating		5414
Air-conditioning equipment operating		5415
Coffee plant equipment operating		5416
Parts and equipment steam cleaner operating		5417
Parts and equipment cleaning inspecting		5418
Stationary-engine operating		5419
Alum plant operating		5420
Rubber compounding		5421
Fumigating and decontaminating equipment operating		5422
Sandblasting		5423
Weighing machine operating		5424
Insect and rodent control		5425
Lock and dam operating		5426
Chemical plant operating		5427
Biological plant operating		5428
Chemical test unit operating		5429
Drawbridge operating		5430
Furnace operating, popping plant		5431
Fish facility operating		5432
Gas generating plant operating		5433
Bakery equipment operating		5434
Carton/bagmaking machine operating		5435
Sponging equipment operating		5436
Paper processing machine operating		5437
Elevator operator		5438
Testing/equipment operating		5439
Packaging machine operating		5440
Chemical research equipment operating		5441
Food/feed processing equipment operating		5444
Brick and cement products equipment operating		5445
Textile equipment operating		5446
Feed plant operating		5447
Cotton gin operating		5448
Pumping plant operating		5449
Conveyor operating		5450

Data Representations—Continued

Name	Definition/Explanation	Code
Utilities operation supervising		5451
Diesel electric generator operating		5452
Bridge crane operating		5453
Solvent still operating		5454
Paper pulping machine operating		5455
Processing machine operating		5456
Ion exchange system operating		5457
Sewage pumping station operating		5458
Industrial waste plant operating		5459
Waste pumping plant operating—maintaining		5460
Fuel distribution system operation inspecting		5461
Industrial washer system operating		5462
Electrical power dispatching		5463
Automatic canning machine operating		5464
Pinking machine operating		5465
Zyglo processing		5466
Incinerator plant working		5467
Building engineer		5468
Boiler water control working		5469
Control panel operating		5470
Gantry crane operating		5471
Steam plant distribution station working		5472
Oil reclamation equipment operating		5473
Preparation plant operating		5475
Concrete/mortar mixer operating		5477
Portable equipment operating		5478
Dredging equipment operating		5479
Climatic facility operating		5480
Nuclear reactor operating		5481
Climatic chamber operating		5482
Dam setting		5483
Counting machine operating		5484
Aircraft weight and balance operating		5485
Swimming pool operating		5486
Rotary well drilling		5499
Miscellaneous quarry work		5501
Quarry drilling machine operating		5502
Scalping machine operating		5503
Explosives detonating		5504
Crusher operating		5505
Miscellaneous currency, securities, coin and medal manufacturing.		5601
Coin press operating		5602
Upsetting equipment operating		5603
Automatic coin scales operating		5604
Coin counting machine operating		5605
Coin packaging machine operating		5606
Sweeps cellar operating		5607
Medal making		5608
Transfer engraving		5609
Coin, medal, and planchet inspecting		5610
Minting and refining helping		5611

Data Representations–Continued

Name	Definition/Explanation	Code
Minting and refining skilled working		5612
Coinage operations and maintenance supervising		5613
Securities designing		5614
Intaglio die and plate finishing		5615
Bank note die sinking		5616
Electrolytic intaglio plate making		5617
Bank note engraving		5618
Intaglio plate printing		5619
Steel plate hardening		5620
Transferring, siderographic		5621
Securities processing and plant working		5622
Miscellaneous transportation/mobile equipment operation		5701
Amphibian truck operating		5702
Motor vehicle operating		5703
Fork lift operating		5704
Tractor operating		5705
Road sweeper operating		5706
Tank driving		5707
Truck driving		5708
Warehouse tractor operating		5709
Crane-shovel operating		5710
Mud jack operating		5711
Electric bridge crane operating		5712
Concrete or mortar mixer operating		5713
Staff car operating		5714
Diesel tender operating		5715
Engineering equipment operating		5716
Gantry crane operating		5717
Grading equipment operating		5718
Heavy duty earth hauling equipment operating		5719
Lumber carrier operating		5720
Motor grader operating		5721
Rigging		5722
Boat operating		5723
Ship operating		5724
Crane operating		5725
Trench digging machine operating		5726
Warehouse crane operating		5727
Crane groundsman working		5728
Drill rig operating		5729
Core drill inspecting		5730
Mining/tunneling machine operating		5731
Pneumatic tool operating		5732
Wheel operating		5734
Braking-switching and conducting		5736
Locomotive engineering		5737
Railroad maintenance vehicle operating		5738
Ditch cleaner operating		5739
Loading equipment operating		5741
Well drilling equipment operating		5742
Trash rack equipment operating		5743

Data Representations—Continued

Name	Definition/Explanation	Code
Heavy tractor operating		5744
Weed control equipment operating		5745
Roller operating		5746
Concrete pump operating		5747
Mobile power tool and equipment operating		5748
Cement gun mixing machine operating		5749
Mobile equipment operation supervising		5751
Mobile equipment driving testing		5752
Light vehicle operating		5753
Medium vehicle operating		5754
Heavy vehicle operating		5755
Tractor trailer operating		5756
Ambulance operating		5757
Reclamation crash truck operating		5758
Aircraft light towing equipment operating		5759
Aircraft heavy towing equipment operating		5760
Earth and refuse handling equipment operating		5761
Automotive vehicle operation supervising		5762
Light crane operating		5763
Solid propellant missile attending		5764
Locomotive crane operating		5765
Excavating equipment operating		5766
Airfield clearing equipment operating		5767
Aircraft refueling vehicle operating		5768
Test crane operating		5780
Miscellaneous transportation/mobile equipment maintenance.		5801
Engineer equipment inspecting		5802
Heavy mobile equipment mechanic		5803
Diesel engine repairing		5804
Fire protection equipment repairing		5805
Mobile equipment servicing		5806
Combat vehicle repairing		5807
Combat vehicle inspecting		5808
Combat vehicle repairing (fuel and electrical systems)		5809
Motorcycle repairing		5811
Automotive equipment inspecting		5814
Automotive equipment testing		5816
Automotive or engineer equipment repairing (fuel and electrical systems.)		5818
Automotive equipment repairing (frame and wheel aligning)		5821
Automotive equipment repairing (engine rebuilding)		5822
Automotive mechanic		5823
Automotive or engineer equipment repairing (wheels and brakes)		5825
Drill equipment repairing		5827
Warehouse materials handling equipment repairing		5828
Farm equipment repairing		5840
Automotive and engineering equipment repairing		5841
Diesel engine inspecting		5842
Warehouse materials handling equipment inspecting		5843

***Data Representations*—Continued**

Name	*Definition/Explanation*	*Code*
Automotive repair estimating		5844
Heavy duty equipment repair estimating		5845
Mobile equipment maintenance supervising		5851
Mobile equipment inspection supervising		5852
Industrial engine disassembling		5853
Industrial engine assembling		5854
Industrial engine testing		5855
Industrial engine assembly inspecting		5856
Powered ground equipment repairing		5857
Powered ground equipment repair inspecting		5858
Mobile equipment storage conditioning		5859
Mobile equipment accessory repairing		5861
Mobile equipment accessory repair inspecting		5862
Mobile equipment gear case repairing		5863
Mobile equipment repairing		5865
Automotive tire mounting		5866
Mobile equipment frame straightening		5867
Mobile equipment quality control inspecting		5870
Mobile equipment tire and wheel assembly inspecting		5871
Mobile equipment servicing		5872
Mobile equipment repair inspecting		5873
Diesel-electric locomotive mechanical		5874
Diesel-electric locomotive repair inspecting		5875
Electromotive equipment mechanic		5876
Fire and crash truck mechanical		5877
Powered ground equipment mechanical		5878
Powered ground equipment condition inspecting		5880
Mobile equipment condition inspecting		5881
Miscellaneous marine operations		5901
Amphibian truck operating		5902
Boat operating		5903
Bucket dredge operating		5904
Deck equipment operating		5905
Deckhand-seaman		5906
Derrickboat operating		5907
Dipper dredge operating		5908
Dredging equipment operating		5909
Barge operating		5910
Engineer (diesel)		5911
Engineer (diesel-electric)		5912
Engineer (steam)		5913
Engineer (steam electric)		5914
Fireman-watertender		5915
Hyacinth removal plant operating		5916
Master-mate (hopper dredge)		5917
Master-mate (ocean-going vessels, large surveys boats, towboats and/or tugs)		5918
Master-mate (pipeline dredge)		5919
Pile driver operating (floating plant)		5920
Pilot		5921
Pipelineman		5922

Data Representations–Continued

Name	Definition/Explanation	Code
Quartermaster		5923
Revetment working		5924
Shipkeeping		5925
Wiper-oiler		5926
Quarterboat utilities operating		5927
Scowman		5928
Master-mate (snagboat)		5929
Debris working (marine)		5930
Dockhand		5931
Dockmaster		5932
Seaman-fisherman		5943
Cook-seaman		5944
Floating crane operating		5945
Work barge equipment operating		5946
Motor barge operating		5947
Marine engineering (general)		5948
Master-mate (fishing vessel)		5949
Radio officer		5950
Purser		5951
Railroad operation supervising		6001
Brakeman		6002
Brakeman and conductor		6003
Locomotive engineer		6004
Locomotive firing		6005
Yardmaster		6006
Subway car operating		6040
Dinkey engineering		6041
Train baggageman		6042
Railroad car inspecting		6055
Miscellaneous railroad maintenance		6101
Locomotive electrical systems repairing		6102
Locomotive inspecting		6103
Locomotive repairing		6104
Railroad car repairing		6105
Railroad repairer		6106
Railroad car inspecting		6146
Power ballaster operating		6147
Track laying machine operating		6148
Railroad car oiling		6149
Railroad maintenance vehicle operator		6150
Carman		6198
Miscellaneous marine maintenance		6201
Fender making		6202
Marine equipment repairing		6203
Ship rigging		6205
Loftsman		6206
Pier facilities working		6207
Diving		6208
Marine equipment inspecting		6210
Ships surveyor (general)		6216
Ship fleet maintaining		6240
Shipbuilding inspection supervising		6248

***Data Representations*—Continued**

Name	*Definition/Explanation*	*Code*
Boat repairing		6249
Marine maintenance inspecting		6251
Marine storage conditioning		6252
Marine engine repairing		6253
Miscellaneous ammunition, explosives, and toxic materials work		6501
Explosives operating		6502
Powder operating		6504
Munitions destroying		6505
Ammunition loading inspecting		6506
Powder and explosives inspecting		6507
Blasting		6510
Missile/toxic materials handling		6511
Toxic material handling		6512
Explosives gage and weighing machine operating		6513
Surveillance inspecting		6514
Small arms ammunition inspecting		6515
Munitions making		6516
Explosives test operating		6517
Munitions working		6552
Miscellaneous armament work		6601
Artillery assembling		6602
Artillery disassembling		6603
Artillery inspecting		6604
Artillery repairing		6605
Artillery testing		6606
Small-arms assembling		6607
Small-arms disassembling		6608
Small-arms inspecting		6609
Small-arms repairing		6610
Ammunition timing devices assembling		6611
Guided missile mechanical installing and repairing		6612
Guided missile mechanical inspecting		6613
Ordnance repairing (torpedo)		6640
Ordnance equipment mechanic		6641
Ordnance mechanical assemblies inspecting		6642
Ordnance systems inspecting		6643
Armament quality control inspecting		6645
Armament work supervising		6651
Aircraft ordnance systems mechanic		6652
Aircraft armament turret working		6653
Armament work inspecting		6654
Special weapons systems mechanic		6656
Special weapons inspecting		6657
Tow target servicing		6658
Egress and jettison systems mechanical		6659
Gunsmithing		6660
Aircraft ejection seat repairing		6661
Gun and cannon repairing		6662
Cartridge actuated devices repairing		6663
Small arms servicing		6664
Missile launcher repairing		6665

Data Representations—Continued

Name	Definition/Explanation	Code
Miscellaneous manufacture and repair shop operation		6701
Shop checking		6702
Production planning		6703
Production estimating		6704
Materials expediter		6705
Expenditure order writing		6706
Miscellaneous warehousing and stock handling		6901
Lumber handling		6902
Coal handling		6903
Tools and parts attending		6904
Warehousing (bin)		6905
Warehousing (bulk)		6906
Warehouse working		6907
Warehousing-forklift operating		6908
Materials expediting		6910
Salvage labor		6911
Material sorting and classifying		6912
Store working		6914
Train-baggage handling		6920
Grain fleet working		6940
Bulk money handling		6941
Lightman		6942
Powder storing		6943
Aircraft storing		6944
Medical and dental supplies inspecting		6945
Supply inspection supervising		6946
Supply work supervising		6951
Service station operating		6954
Service station attending		6955
Supply processing and delivery		6956
Parts routing		6957
Parts expediting		6958
Stock handling		6959
Warehousing		6960
Freight checking		6961
Materials processing		6962
Tool crib attending		6963
Stock room attending		6964
Materials and equipment inspecting		6965
Identification and condition verifying		6966
Personal flight equipment handling		6967
Aircraft freight loading		6968
Aircraft missile loading		6969
Miscellaneous packing and processing		7001
Packing		7002
Packing inspecting		7003
Preservation packaging		7004
Processing inspecting		7005
Preservation service		7006
Mechanical equipment processing inspecting		7007
Strapping and marking		7008

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
Equipment cleaning		7009
Parachute packing		7010
Packing and processing supervising		7051
Preservation-packing		7053
Light preservation packing		7054
Preservation and packing working		7055
Parcel post packing		7056
Publications packing		7057
Preservative dipping		7058
Preservation packing inspecting		7059
Cryptographic material packing		7060
Household goods shipment inspecting		7069
Packaging quality control inspecting		7070
Experimental packaging		7080
Miscellaneous laundry, dry cleaning, and pressing		7301
Laundry marking, classifying and sorting		7302
Laundry receiving and shipping		7303
Laundry working		7304
Laundry machine operating		7305
Pressing		7306
Dry cleaning		7307
Laundry mending		7308
Laundry foreman		7351
Dry cleaning plant foreman		7352
Marking, sorting, and checking		7353
Laundry press operating		7354
Garment pressing		7355
Laundry supervising		7356
Laundry sewing machine operating		7357
Miscellaneous food preparation and serving		7401
Baking		7402
Baking (pastry)		7403
Cooking		7404
Bartending		7405
Dough mixing		7406
Meatcutting		7407
Food service working		7408
Fat rendering		7409
Ice cream making		7410
Livestock slaughtering		7411
Waiter		7420
Counterwoman (man)		7441
Diet cooking		7452
Table waiting		7453
Pantryman		7454
Diet working		7455
Meat wrapping		7465
Porter		7494
Dishwasher		7495
Miscellaneous medical services		7501
Laboratory, dispensary, and hospital working		7502

Data Representations—Continued

Name	Definition/Explanation	Code
Ward attending		7504
Medical and dental unit working		7540
Nursery attending		7555
Miscellaneous personal services		7601
Store worker		7602
Barbering		7603
Clothing fitting		7604
Shoe fitting		7605
Personal servicing		7606
Mortuary attending		7607
Wardrobe handling		7608
Bus attending		7640
Beautician		7641
Clothing sales clerk		7642
Clerk-tailor		7643
Merchandise sales		7644
Commissary operation supervising		7651
Commissary stock handling		7652
Produce attending		7655
Display fabricating		7660
Meat wrapping		7666
Meat market attending		7667
Miscellaneous animal caretaking		7701
Teamster		7702
Stable hand		7703
Riding (horse)		7704
Training (horse and mule)		7705
Animal caretaker		7706
Fish hatchery working		7740
Poundkeeping		7741
Weir working		7742
Miscellaneous fluid systems maintenance		8201
Aircraft pneumatic systems repairing		8203
Aircraft pneumatic systems inspecting		8204
Fluid system work supervising		8251
Fluid system work inspector supervising		8252
Fluid system components working		8253
Fluid system components servicing		8254
Pneudraulic systems mechanic		8255
Fluid system components inspecting		8256
In-flight refueling equipment repairing		8257
In-flight refueling equipment inspecting		8258
Fluid system quality control inspecting		8259
Aircraft brake repairing		8260
Aircraft brake inspecting		8261
Landing gear repairing		8262
Landing gear inspecting		8263
Hydraulic power supply repairing		8264
Servo hydraulic components testing		8265
Hydraulic transmission repairing		8266
Hydraulic transmission inspecting		8267

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
Aircraft pneudraulic systems mechanic		8268
Hydromechanical fuel control repairing		8270
Hydromechanical fuel control inspecting		8271
Pneumatic accessories repairing		8272
Pneumatic accessories inspecting		8273
Turbine powered systems repairing		8274
Turbine powered systems inspecting		8275
Hydrostatic equipment working		8276
Hydrostatic equipment inspecting		8277
Aircraft oxygen systems repairing and installing		8278
Missile systems mechanical		8279
Experimental aircraft engine accessory testing		8280
Landing gear test mechanical		8281
Hydraulic components tests mechanical		8282
Hydraulic test cabinet operating		8283
Pneudraulic training devices fabricating		8284
Missile mechanical systems inspecting		8285
Miscellaneous instrumentation		8301
Research instrumentation installation inspecting		8302
Instrumentation supervising		8351
Instrumentation devices fabricating		8353
Instrumentation systems modifying		8354
Airborne instrumentation analyzing		8355
Range instrumentation analyzing		8356
Aircraft engine test cell instrumentation calibrating		8357
Miscellaneous reclamation work		8401
Reclamation working		8452
Industrial shop working		8453
Hose assembling		8454
Bearing reclaiming		8455
Bearing inspecting		8456
Parts reworking		8457
Parts inspecting		8458
Mechanical components repairing		8459
Mechanical components inspecting		8460
Miscellaneous aircraft propeller overhaul		8501
Aircraft propeller overhaul supervising		8551
Aircraft propeller disassembling		8552
Aircraft propeller assembling		8553
Aircraft propeller mechanical		8554
Aircraft propeller overhaul inspecting		8555
Aircraft propeller blade straightening		8556
Aircraft propeller assembly inspecting		8557
Aircraft propeller quality control inspecting		8570
Experimental aircraft propeller modifying		8580
Experimental helicopter rotor modifying		8582
Experimental propeller controls testing		8584
Propeller-rotor electric whirl testing		8586
Miscellaneous engine overhaul		8601
Aircraft engine mechanic		8602
Aircraft engine accessories and parts repairing		8603

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
Small engine mechanic		8610
Fluid systems components working		8630
Aircraft power unit assembling		8640
Aircraft power unit assembly inspecting		8641
Aircraft engine cylinder assembling		8642
Aircraft engine piston assembling		8643
Aircraft engine oil analyzing		8645
Aircraft engine overhaul supervising		8651
Aircraft engine overhaul inspecting		8652
Aircraft engine disassembling		8653
Aircraft engine pickling		8654
Aircraft engine assembly supervising		8655
Aircraft engine assembly inspector supervising		8656
Aircraft piston engine sub-assembling		8657
Aircraft piston engine assembling		8658
Aircraft piston engine assembly inspecting		8659
Aircraft jet engine sub-assembling		8660
Aircraft jet engine assembling		8661
Aircraft jet engine assembling inspecting		8662
Aircraft piston engine mechanical		8663
Aircraft jet engine mechanical		8664
Aircraft engine storage processing		8665
Aircraft engine storage process inspecting		8666
Aircraft engine test supervising		8667
Aircraft piston engine testing		8668
Aircraft piston engine test inspecting		8669
Aircraft jet engine testing		8670
Aircraft jet engine test inspecting		8671
Turbine powered starter mechanical		8672
Turbine powered starter overhaul inspecting		8673
Engine parts coating		8674
Liquid fuel rocket engine mechanic		8675
Jet engine compressor-turbine assembly inspecting		8676
Jet engine compressor assembling		8677
Aircraft piston engine test assembling		8678
Aircraft jet engine test assembling		8679
Experimental aircraft engine modifying		8680
Experimental aircraft engine accessory testing/Jet engine rotor balancing		8681
Experimental aircraft engine test inspecting		8682
Experimental rocket sled mechanical		8683
Aircraft engine quality control inspecting		8684
Experimental rocket engine testing		8685
Experimental rocket engine inspecting		8686
Experimental rocket facility mechanical		8687
Experimental aircraft engine testing		8688
Experimental aircraft engine test mechanical		8689
Experimental missile system mechanical		8690
Liquid fuel rocket engine quality control inspecting		8691
Aircraft engine gearbox testing		8692
Experiment nuclear engine components testing		8693

Data Representations—Continued

Name	Definition/Explanation	Code
Fuels and lubricants test equipment operating		8694
Missile electrical power plant repairing		8695
Electric propulsion testing		8696
Liquid fuel rocket engine testing		8697
Liquid fuel rocket engine overhaul inspecting		8698
Rocket propellant testing		8699
Miscellaneous manufacture, repair, and industrial support supervising.		8701
Quality control inspector supervising		8702
Aircraft components inspector supervising		8703
Aircraft components repair supervising		8705
Aircraft associated equipment inspecting		8706
Missile maintenance supervising		8707
Aircraft and systems overhaul supervising		8755
Precision equipment calibration supervising		8756
Manufacture and repair inspector supervising		8757
Aircraft and systems overhaul inspector supervising		8758
Manufacture and repair inspecting		8759
Industrial shop services supervising		8760
Miscellaneous aircraft overhaul		8801
Airship erecting and repairing		8802
Aircraft pneumatic systems repairing		8803
Aircraft pneumatic systems inspecting		8804
Aircraft plaster patternmaking		8805
Aircraft examining		8806
Aircraft propeller/rotor mechanic		8807
Aircraft overhaul supervising		8851
Aircraft mechanic		8852
Aircraft overhaul inspecting		8853
Aircraft disassembling		8854
Aircraft repairing		8855
Airframe assembly inspecting		8856
Airframe parts assembling		8857
Aircraft metal surfaces conditioning		8858
Aircraft storage conditioning		8859
Aircraft storage condition inspecting		8860
Solid propellant missile repairing		8861
Aircraft servicing		8862
Aircraft tire mounting		8863
Solid propellant missile mechanical		8864
Flight mechanic		8865
Solid propellant missile inspecting		8866
Aircraft disassembly inspecting		8867
Aircraft mechanical components repairing		8868
Aircraft hardware repairing		8869
Aircraft quality control inspecting		8870
Aircraft integral tank sealing		8871
Helicopter mechanical		8872
Aircraft work sequencing		8873
Gas cylinder serviceman (aircraft)		8874
Flight line mechanical		8875
Damaged aircraft inspecting		8876

Data Representations—Continued

Name	Definition/Explanation	Code
Aircraft services inspecting		8877
Aircraft weight and balance inspecting		8879
Experimental aircraft test mechanical		8880
Experimental aircraft inspecting		8881
Airframe test operating		8882
Tension patch working		8883
Escape and recovery systems mechanical		8886
Balloon launching		8887
Wind tunnel maintaining		8888
Aerodynamic model instrumentating		8889
Mechanical training devices fabricating		8890
Experimental rocket sled brake servicing		8891
Experimental rocket sled inspecting		8893
Research rocket mechanical		8894
Experimental aircraft modifying		8895
Aerodynamic research mechanical		8897
Miscellaneous film processing		9001
Film assembling and repairing		9003
Motion picture developing/printing machine operating		9004
Photographic solution mixing		9055
X-ray film processing		9094
Miscellaneous Vessel Jobs Excluded from the Federal Wage System by 5 U.S.C. 5342		9801
Master		9802
Deck officer		9803
Junior deck officer		9804
Radio officer		9805
Radio officer (freighter)		9806
Relief deck officer		9807
Alaska pilot		9808
Damage control instructor		9809
Deck cadet		9810
Boatswain		9811
Boatswain (freighter)		9812
Carpenter		9813
Carpenter (freighter)		9814
Master-at-arms		9815
Watchman (fire)		9816
Yeoman (deck)		9817
Storekeeper (deck)		9818
Yeoman-storekeeper (deck)		9819
Boatswain's mate		9820
Boatswain's mate (heavy lift operator)		9821
Boatswain's mate (day)		9822
Boatswain's mate (watch)		9823
Carpenter's mate		9824
Able seaman		9825
Able seaman maintenance		9826
Chief engineer		9827
Assistant engineer		9828
Assistant engineer (day)		9829
Relief engineer		9830

Data Representations—Continued

Name	Definition/Explanation	Code
Engine cadet		9831
Deck engineer		9832
Chief electrician (P–2 turbo-electric)		9833
Chief electrician		9834
Refrigeration engineer (refrigerated cargo)		9835
Refrigeration engineer (passenger and dry cargo)		9836
Refrigeration engineer (day)		9837
Machinist		9838
Plumber		9839
Plumber-machinist		9840
Deck engineer-machinist		9841
Student observer (unlicensed junior engineer)		9842
Yeoman (engine)		9843
Storekeeper (engine)		9844
Yeoman-storekeeper (engine)		9845
Pumpman		9846
Assistant electrician		9847
Electrician (watch)		9848
Electrician		9849
Electrician (day)		9850
Electrician-maintenance		9851
Electrician (watch P–2 turbo-electric)		9852
Engine utilityman		9853
Evaporator-utilityman		9854
Oiler		9855
Oiler (diesel)		9856
Refrigeration oiler		9857
Fireman (oil)		9858
Wiper		9859
Steward		9860
Steward (freighter)		9861
Steward (troop mess)		9862
Steward (sanitation)		9863
Stewardess		9864
Steward-cook (freighter)		9865
Chief cook		9866
Chief cook (freighter)		9867
Yeoman (steward)		9868
Storekeeper (steward)		9869
Yeoman-storekeeper (steward)		9870
Baker		9871
Butcher		9872
Cook		9873
Cook-baker (freighter)		9874
Night cook and baker (freighter)		9875
Deck steward		9876
Cook (freighter)		9877
Galleyman		9878
Messman		9879
Utilityman		9880
Linenkeeper		9881
Waiter		9882

***Data Representations*—Continued**

Name	*Definition/Explanation*	*Code*
Room steward		9883
Porter		9884
Pantryman		9885
Night pantryman		9886
Laundry foreman		9887
Laundryman		9888
Purser (freighter)		9889
Yeoman-storekeeper (purser)		9890
Surgeon		9891
Nurse		9892
Orderly		9893
Deckhand-seaman		9894
Fireman-watertender		9895
Pilot		9896
Seaman-fisherman		9897
Master-mate (fishing vessel)		9898
Purser		9899

ORGANIZATION IDENTIFICATION

Implementation Date: January 1982
Definition: The unique identification of an agency of the Federal Government and, in some cases, the first administrative subdivisions of the agency.
Maintenance Agency: Office of Personnel Management, Agency Relations Group, Work Force Information Division.

Associated Data Elements(s)

Title and Definition	*Size/ Class*
Agency code—The agency and, sometimes, the bureau or first administrative subdivision of the agency, in which the person is employed.	4A,N

Data Representations

Name	*Definition/Explanation*	*Code*
	The first two positions of the code are the code for the agency, the last two positions of the code are the bureau or first administrative subdivision of the agency. In cases where no subelement codes have been assigned to an agency, the last two positions of the code are always zero-filled.	
	LEGISLATIVE BRANCH	
Architect of the Capitol		LA00
Botanic Garden		LB00
Congress:		
U.S. Senate Disbursing Office		LL01
House of Representatives—Members		LL02
House of Representatives—Sergeant at Arms		LL03
Commission on Security and Cooperation in Europe		LL04
Congressional Budget Office		LD00
Copyright Royalty Tribunal		LR00
Cost Accounting Standards Board		CJ00
General Accounting Office		LG00
Government Printing Office		LP00
Library of Congress		LC00
Motor Carrier Ratemaking Study Commission		LJ00
Office of Technology Assessment		LH00
United States Tax Court		LT00
	JUDICIAL BRANCH	
Judicial Branch:		
Administrative Office of the U.S. Courts		JL01
Supreme Court of U.S.—Office of the Marshal		JL02

Data Representations—Continued

Name	Definition/Explanation	Code
	EXECUTIVE BRANCH (EXECUTIVE OFFICE OF THE PRESIDENT)	
Council of Economic Advisors		CE00
Council on Environmental Quality		EQ00
Council on Wage and Price Stability		WP00
Domestic Policy Staff		DC00
Executive Residence at the White House		EX00
National Security Council		NS00
Office of Administration		EC00
Office of Management and Budget		BO00
Office of Science and Technology Policy		TS00
Office of the United States Trade Representative		TN00
Office of the Vice President		OV00
White House:		
White House Office		WH01
Office of the President		WH03
	EXECUTIVE DEPARTMENTS	
Department of Agriculture:		AG01
Office of the Secretary		AG02
Agricultural Marketing Service		AG23
Agricultural Research Service		AG05
Agricultural Stabilization and Conservation Service		AG07
Farmers Home Administration		AG08
Federal Crop Insurance Corporation		AG09
Extension Service		AG10
Foreign Agricultural Service		AG11
Forest Service		AG12
National Agricultural Library		AG13
Office of Governmental and Public Affairs		AG14
Office of the General Counsel		AG15
Rural Electrification Administration		AG16
Soil Conservation Service		AG18
Economic Research Service		AG20
Statistical Reporting Service		AG22
Cooperative State Research Service		AG23
Office of the Inspector General		AG26
Office of Energy		AG28
Packers and Stockyards Administration		AG29
Agricultural Cooperative Service		AG30
Food and Nutrition Service		AG32
Office of Rural Development Policy		AG34
Animal and Plant Health Inspection Service		AG35
Economics Management Staff		AG36
Federal Grain Inspection Service		AG37
Food Safety and Inspection Service		AG38
World Agricultural Outlook Board		AG40
Science and Education Administration		AG42
Office of Budget and Program Analysis		AG43
Office of International Cooperation and Development		AG45
Office of Transportation		AG46
Marketing and Inspection Management Staff		AG47
Science and Education Management Staff		AG48
Human Nutrition Information Service		AG49
Science and Education Program Staff		AG72
Office of Safety and Health Management		

Data Representations—Continued

Name	Definition/Explanation	Code
	EXECUTIVE DEPARTMENTS—Continued	
Department of Agriculture—Continued		
Office of Small and Disadvantaged Business Utilization		AG74
Office of Administrative Law Judges		AG92
Office of Equal Opportunity		AG95
Office of Personnel		AG96
Office of Operations and Finance		AG97
Department of the Air Force:		
Alaskan Air Command		AF0A
U.S. Air Force Academy		AF0B
U.S. Air Forces in Europe		AF0D
Air Force Accounting and Finance Center		AF0E
Air Force Logistics Command		AF0F
Air Force Systems Command		AF0H
Air Training Command		AF0J
HQ Air Force Reserve		AF0M
Headquarters USAF		AF0N
Military Airlift Command		AF0Q
Pacific Air Forces		AF0R
Strategic Air Command		AF0S
Tactical Air Command		AF0T
Electronic Security Command		AF0U
Air Force Communications Service		AF0Y
Aerospace Defense Center		AF0Z
Air National Guard (Technical)		AFNG
Air Force Inspection and Safety Center		AF02
Air Force Testing and Evaluation Center		AF03
Air Force Intelligence Service		AF05
Air Force Audit Agency		AF06
Air Force Office of Special Investigations		AF07
Air Force Office of Security Police		AF08
USAF Military Personnel Center		AF09
Air Force Engineering and Services Center		AF1W
Air Force Commissary Service		AF1X
Air Force Legal Services Center		AF2E
Air Force Medical Services Center		AF2F
Air Force Service Information News Center		AF2G
Air Force Combat Operations Center		AF2H
Headquarters, Air National Guard Support Center		AF2I
1947 Administrative Support Group		AF2J
Arnold F. Simpson Historical Research Center		AF2K
Air Force Technical Applications Center		AF2L
Air Force Elements Europe		AF3G
Reservists, Central Managed		AF3I
Air Force Elements Other		AF3V
Air National Guard		AF34

***Data Representations*—Continued**

Name	*Definition/Explanation*	*Code*
	EXECUTIVE DEPARTMENTS—Continued	
Department of the Army:		
Army National Guard		ARNG
The Adjutant General		ARAG
U.S. Army Intelligence and Security Command		ARAS
U.S. Army Audit Agency		ARAU
U.S. Army Criminal Investigation Command		ARCB
U.S. Army Communications Command		ARCC
U.S. Army Corps of Engineers		ARCE
U.S. Army Computer Systems Command		ARCM
Office Chief of Staff, US Army		ARCS
U.S. Army Europe and Seventh Army		ARE1
21st Support Command		ARE2
U.S. Army Southern European Task Force		ARE3
Berlin Brigade		ARE4
U.S. Army V Corps (USAREUR)		ARE5
32nd Army Air Defense Command (USAREUR)		ARE6
U.S. Army VII Corps (USAREUR)		ARE7
7th Medical Command (USAREUR)		ARE8
4th Transportation Brigade (USAREUR)		ARE9
59th Ordnance Brigade (USAREUR)		ARE0
1st Personnel Command		AREB
7th Signal Brigade (USAREUR)		ARED
U.S. Army Special Forces (USAREUR)		AREF
56th Field Artillery Brigade (USAREUR)		AREH
18th Engineer Brigade		AREJ
42d Military Police Group		AREK
502d ASA Group, Europe		AREL
Seventh Army Training Command		AREN
2nd Armored Division (FWD)		AREP
U.S. Army Forces Command		ARFC
National Guard Bureau		ARGB
U.S. Army Health Services Command		ARHS
U.S. Army Element SHAPE		ARJ1
Joint Activities		ARJA
U.S. Army Military Academy		ARMA
The Office of Surgeon General		ARMD
U.S. Army Military Personnel Center		ARMP
Military Traffic Management Command		ARMT
U.S. Army Military District of Washington		ARMW
U.S. Army Western Command		ARP1
U.S. Army, Japan		ARP3
Eighth U.S. Army		ARP8
Military Enlistment Processing Command		ARPC
U.S. Army Recruiting Command		ARRC
Office, Secretary of the Army		ARSA
U.S. Army Ballistic Missile Defense Systems Command.		ARSC

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
	EXECUTIVE DEPARTMENTS—Continued	
Department of the Army—Continued		
Field Operating Agencies of the OSA and the Army Staff.		ARSF
U.S. Army Training and Doctrine Command		ARTC
U.S. Army Material Development and Readiness Command, Headquarters.		ARX2
U.S. Army Material Development and Readiness Command, Headquarters Staff Support Activities.		ARX3
U.S. Army Material Development and Readiness Command, Training Activities.		ARX4
U.S. Army Material Development and Readiness Command, All Others.		ARX5
U.S. Missile Command		ARX6
U.S. Army DARCOM U.S. Army Tank Automotive Command		ARX7
U.S. Army Communications Electronics Command, (CECOM)		ARX8
U.S. Army Armament Research and Development Command.		ARXA
U.S. Army Aviation Research and Development Command.		ARXB
U.S. Army Electronics Research and Development Command.		ARXD
U.S. Army Mobility Equipment Research and Development Command.		ARXF
U.S. Army Natick Research and Development Center.		ARXG
U.S. Army DARCOM, Research Labs		ARXJ
U.S. Army DARCOM, Material Acquisition Activities.		ARXK
U.S. Army DARCOM, Material Acquisition Project Managers.		ARXL
U.S. Army Test and Evaluation Command		ARXM
U.S. Army Security Assistance Center		ARXP
U.S. Army Armament Material Readiness Command.		ARXQ
U.S. Army Troop Support and Aviation Material Readiness Command.		ARXR
U.S. Army DARCOM, (Reserved)		ARXV
U.S. Army Depot Systems Command		ARXW
Material Readiness Activities		ARXX
Material Readiness Project Managers		ARXY
Department of Commerce:		
Office of the Secretary		CM01
Economic Development Administration		CM03
Bureau of Economic Analysis		CM05
National Oceanic and Atmospheric Administration.		CM07

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
	EXECUTIVE DEPARTMENTS—Continued	
Department of Commerce—Continued		
International Trade Administration		CM09
Patent Office		CM11
National Bureau of Standards		CM13
U.S. Travel Service		CM14
Minority Business Development Agency		CM25
Office of Product Standards		CM26
National Telecommunications and Information Administration.		CM27
National Technical Information Service		CM30
Bureau of the Census		CM37
Bureau of Industrial Economics		CM38
Office of Economic Affairs		CM39
Office of the Inspector General		CM41
Department of Defense (Excluding Military Departments):		
Office of the Secretary of Defense		DD01
Organization of the Joint Chiefs of Staff		DD02
Defense Nuclear Agency		DD03
Defense Communications Agency		DD04
Defense Intelligence Agency		DD05
Defense Security Assistance Agency		DD06
Defense Logistics Agency		DD07
U.S. Court of Military Appeals		DD08
Armed Forces Information and Education Activities.		DD09
Defense Contract Audit Agency		DD10
Defense Mapping Agency		DD11
Defense Investigative Service		DD12
Defense Advanced Research Projects Agency		DD13
Defense Civil Preparedness Agency		DD14
Uniformed Services University of the Health Sciences.		DD15
Office of Dependents Schools		DD16
Civilian Health and Medical Program of the Uniformed Services.		DD17
Tri-Service Medical Information System Program Office.		DD18
Defense Audit Service		DD20
Washington Headquarters Services		DD21
President's Commission on Military Compensation.		DD22
Office of Economic Adjustment		DD23
Defense Audiovisual Agency		DD24
Defense Legal Services		DD25
Department of Education		
Office of the Secretary		EDEA
Intergovernmental Advisory Council on Education		EDEB
Federal Interagency Committee on Education		EDEE
Assistant Secretary for Civil Rights		EDEC
General Counsel		EDEG
Inspector General		EDEF
Administrator of Education for Overseas Dependents		EDEX

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
	EXECUTIVE DEPARTMENTS—Continued	
Department of Education—Continued		
Assistant Secretary for Special Education and Rehabilitative Services		EDEH
Assistant Secretary for Elementary and Secondary Education		EDES
Assistant Secretary for Vocational and Adult Education		EDEV
Assistant Secretary for Post Secondary Education		EDEP
Director of Bilingual Education and Minority Languages Affairs		EDEL
Assistant Secretary for Educational Research and Improvement		EDER
Department of Energy		DN00
Department of Health and Human Services		
Office of the Secretary of Health and Human Services		HE10
Public Health Service		HE31
Office of the Assistant Secretary for Health		HE32
Alcohol, Drug Abuse, and Mental Health Administration		HE33
Health Services Administration		HE36
Food and Drug Administration		HE37
Health Resources Administration		HE38
National Institutes of Health		HE39
Center for Disease Control		HE40
Social Security Administration		HE60
Office of Human Development		HE70
Health Care Financing Administration		HE91
Office of Child Support Enforcement		HE92
Office of Community Services		
Department of Housing and Urban Development		
Office of the Secretary		HUAA
Assistant Secretary for Administration		HUBB
Assistant Secretary for Community Planning and Development		HUDD
Assistant Secretary for Fair Housing and Equal Opportunity		HUEE
Assistant Secretary for Housing—Federal Housing Commissioner		HUMM
Assistant Secretary for Legislative and Intergovernmental Relations		HUJJ
Assistant Secretary for Neighborhoods Voluntary Associations and Consumer Protection		HULL
Assistant Secretary for Policy Development and Research		HURR
Government National Mortgage Association		HUTT
New Community Development Corporation		HUNN
Office of the General Counsel		HUCC
Office of the Inspector General		HUGG
Office of the Regional Administrator, Region I		HU01

Data Representations–Continued

Name	Definition/Explanation	Code
	EXECUTIVE DEPARTMENTS—Continued	
Department of Housing and Urban Development		
Office of the Regional Administrator, Region 2		HU02
Office of the Regional Administrator, Region 3		HU03
Office of the Regional Administrator, Region 4		HU04
Office of the Regional Administrator, Region 5		HU05
Office of the Regional Administrator, Region 6		HU06
Office of the Regional Administrator, Region 7		HU07
Office of the Regional Administrator, Region 8		HU08
Office of the Regional Administrator, Region 9		HU09
Office of the Regional Administrator, Region 10		HU10
Department of the Interior:		
Office of the Secretary		IN01
Bureau of Land Management		IN05
Bureau of Indian Affairs		IN06
Bureau of Reclamation		IN07
Geological Survey		IN08
Bureau of Mines		IN09
National Park Service		IN10
U.S. Fish and Wildlife Service		IN15
Office of the Solicitor		IN21
Office of Surface Mining Reclamation and Enforcement.		IN22
Department of Justice:		
Offices, Divisions, and Boards		DJ01
Federal Bureau of Investigation		DJ02
Bureau of Prisons		DJ03
Immigration and Naturalization Service		DJ04
Bureau of Prisons Industries		DJ05
Drug Enforcement Administration		DJ06
Office of Justice Assistance, Research and Statistics		DJ07
U.S. Marshals Service		DJ08
Department of Labor:		
Office of the Secretary		DLAA
Assistant Secretary for Administration and Management		DLAM
Assistant Secretary for Policy, Evaluation and Research		DLPE
Bureau of International Labor Affairs		DLBL
Bureau of Labor Statistics		DLLS
Employment Standards Administration		DLES
Employment and Training Administration		DLET
Labor Management Services Administration		DLLM
Mine Safety and Health Administration		DLMS
Occupational Safety and Health Administration		DLSH
Solicitor		DLSL
Miscellaneous Special-Committees-Commissions		DLXO
National Occupational Information Coordinating Committee.		DL21
Department of the Navy:		
Immediate Office of the Secretary (IOS)		NV08
Navy Staff Offices (NSO)		NV09
Navy Field Offices (NFO)		NV10
Chief of Naval Operations (CNO)		NV11
Office of Naval Research (ONR)		NV14
Intelligence Command (INTCOM)		NV15

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
	EXECUTIVE DEPARTMENTS—Continued	
Department of Navy—Continued		
Bureau of Medicine and Surgery (BUMED)		NV18
Air Systems Command (NAVAIR)		NV19
Bureau of Naval Personnel (BUPERS)		NV22
Supply Systems Command (NAVSUP)		NV23
Naval Sea Systems Command		NV24
Facilities Engineering Command (NAVFAC)		NV25
Marine Corps (MARCORPS)		NV27
Special Projects Office (SPO)		NV30
Military Sealift Command (MSC)		NV33
Chief of Naval Material (CNM)		NV37
Electronic Systems Command (NAVELE)		NV39
Commander in Chief, U.S. Atlantic Fleet (CINCLANTFLT).		NV60
Commander in Chief, U.S. Naval Forces Europe (CINCUSNAVEUR).		NV61
Chief of Naval Training (CNT)		NV62
Communications Command (COMMCOM)		NV63
Weather Service Command (WEASERV)		NV64
Oceanographer of the Navy (OCEANAV)		NV65
Security Group Command (SECGRU)		NV69
Commander in Chief, U.S. Pacific Fleet (CINCPACFLT).		NV70
Chief of Naval Reserve		NV72
Director of Laboratory Programs (DLP)		NV78
Department of State:		
State, regular		ST01
International Boundary and Water Commission		ST03
Department of Transportation:		
Office of the Secretary		TD01
U.S. Coast Guard		TD02
Federal Aviation Administration		TD03
Federal Highway Administration		TD04
Federal Railroad Administration		TD05
Saint Lawrence Seaway Development Corporation		TD06
The Alaska Railroad		TD08
Urban Mass Transportation Administration		TD09
National Highway Traffic Safety Administration		TD10
Research and Special Programs Administration		TD11
Office of the Inspector General		TD12
Maritime Administration		TD13

***Data Representations*—Continued**

Name	*Definition/Explanation*	*Code*
	EXECUTIVE DEPARTMENTS—Continued	
Department of the Treasury:		
Office of the Secretary		TR01
Bureau of Government Financial Operations		TR02
Comptroller of the Currency		TR04
United States Customs Service		TR05
Bureau of Engraving and Printing		TR06
Internal Revenue Service		TR07
Bureau of the Mint		TR08
U.S. Savings Bonds Division		TR10
Bureau of the Public Debt		TR11
U.S. Secret Service		TR12
Federal Law Enforcement Training Center		TR14
Bureau of Alcohol, Tobacco, and Firearms		TR15
	OTHER AGENCIES AND INDEPENDENT ESTABLISHMENTS	
ACTION		KG00
Administrative Conference of the United States		AA00
Advisory Commission on Intergovernmental Relations.		AC00
Advisory Committee on Federal Pay		CP00
Advisory Council on Historic Preservation		HP00
Alaska Natural Gas Transportation System		AK00
American Battle Monuments Commission		AB00
Appalachian Regional Commission		AP00
Arms Control and Disarmament Agency		AD00
Board for International Broadcasting		BR00
Central Intelligence Agency		CI00
Civil Aeronautics Board		CA00
Coastal Plains Regional Commission		BA00
Commission of Fine Arts		CF00
Commission on Civil Rights		CC00
Commission on Wartime Relocation and Internment of Civilians		WT00
Committee for Purchase of Product and Services of the Blind and Other Severely Handicapped.		HB00
Commodity Futures Trading Commission		CT00
Consumer Product Safety Commission		SK00
Delaware River Basin Commission		DR00
District of Columbia Government		D'00
Environmental Protection Agency		EP00
Equal Employment Opportunity Commission		EE00
Export-Import Bank of the United States		EB00
Farm Credit Administration		FL00
Federal Communications Commission		FC00

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
	OTHER AGENCIES AND INDEPENDENT ESTABLISHMENTS—Continued	
Federal Deposit Insurance Corporation		FD00
Federal Election Commission		LF00
Federal Emergency Management Agency		EM00
Federal Home Loan Bank Board:		
The Board		FH01
Office of Examinations and Supervision		FH02
Federal Savings and Loan Insurance Corporation		FH03
Federal Labor Relations Authority		AU00
Federal Maritime Commission		MC00
Federal Mediation and Conciliation Service		FM00
Federal Mine Safety and Health Review Commission		RS00
Federal Reserve System—Board of Governors		FR00
Federal Trade Commission		FT00
Foreign Claims Settlement Commission		FS00
Four Corners Regional Commission		FX00
General Services Administration:		
Executive Direction		GS01
Public Building Service		GS03
Federal Supply Service		GS04
National Archives and Records Service		GS06
Automated Data and Telecommunications Service		GS07
Transportation and Public Utilities Service		GS08
Federal Property Resources Service		GS09
Office of Administration		GS11
Office of General Counsel		GS12
Board of Contract Appeals		GS13
Office of Human Resources and Organization		GS14
Office of Inspector General		GS15
Office of Acquisition Policy		GS16
Office of External Affairs		GS17
Harry S. Truman Scholarship Foundation		HT00
Inter-American Foundation		IF00
International Communication Agency		IB00
Interstate Commerce Commission		IC00
Japan-United States Friendship Commission		UJ00
Marine Mammal Commission		MA00
Merit Systems Protection Board		BD00
National Advisory Commission on Resource Conservation and Recovery		AV00
National Advisory Committee on the Oceans and Atmosphere.		OA00
National Aeronautics and Space Administration:		
Headquarters		NN10
Ames Research Center		NN21
Lewis Research Center		NN22
Langley Research Center		NN23

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
	OTHER AGENCIES AND INDEPENDENT ESTABLISHMENTS—Continued	
National Aeronautics & Space Administration—Con.		
Flight Research Center		NN24
Goddard Space Flight Center		NN51
Wallops Station		NN53
NASA Pasadena Office		NN56
Marshall Space Flight Center		NN62
National Space Technology Laboratories		NN64
Johnson Space Center		NN72
Kennedy Space Center		NN76
Office of Inspector General		NN80
National Alcohol Fuels Commission		FU00
National Capital Planning Commission		NP00
National Commission on Libraries and Information Science.		CX00
National Commission on Student Financial Assistance		SY00
National Commission on Unemployment Compensation.		UC00
National Credit Union Administration		CU00
National Foundation on the Arts and the Humanities		AH00
National Endowment for the Arts		AH01
National Endowment for the Humanities		AH02
National Labor Relations Board		NL00
National Mediation Board		NM00
National Science Foundation		NF00
National Security Agency		SP00
National Transportation Policy Study Commission		TG00
National Transportation Safety Board		TB00
Navajo and Hopi Indian Relocation Commission		RE00
New England Regional Commission		NE00
Nuclear Regulatory Commission		NU00
Nuclear Safety Oversight Committee		NJ00
Occupational Safety and Health Review Commission		OS00
Old West Regional Commission		MJ00
Ozarks Regional Commission		OZ00
Pacific-Northwest Regional Commission		PN00
Panama Canal Commission		PC00
Peace Corps		PU00
Pennsylvania Avenue Development Corporation		PK00
Pension Benefit Guaranty Corporation		BG00
Postal Rate Commission		PJ00
President's Commission for the Study of Ethical Problems in Medicine and Biomedical and Behavioral Research		PG00

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
	OTHER AGENCIES AND INDEPENDENT ESTABLISHMENTS—Continued	
President's Commission on the Coal Industry		KL00
Public International Organizations	5 U.S.C. 3581	PI00
Railroad Retirement Board		RR00
Securities and Exchange Commission		SE00
Selective Service System		SS00
Small Business Administration		SB00
Smithsonian Institution		SM00
National Gallery of Art		SM01
Southwest Border Regional Commission		WB00
Susquehanna River Basin Commission		SU00
Tennessee Valley Authority		TV00
United States International Development Cooperation Agency		AM00
Office of the Director		AMAD
Agency for International Development		AMAG
Overseas Private Investment Corporation		AMPC
Trade and Development Program		AMTD
United States Metric Board		MT00
United States Holocaust Memorial Council		HD00
U.S. International Trade Commission		TC00
U.S.-Japan Economic Relations Group		RG00
U.S. Office of Personnel Management		OM00
U.S. Postal Service		PO00
Headquarters		PO01
Field		PO02
U.S. Sinai Support Mission		SV00
U.S. Soldiers' and Airmen's Home		SH00
Upper Great Lakes Regional Commission		GL00
Veterans Administration:		
Staff and all others		VA10
Department of Data Management		VA20
Department of Veterans' Benefits		VA30
National Cemetery System		VA50
Department of Medicine and Surgery		VA80
Water Resources Council		WR00

PAY PLAN

Implementation Date: January 1982
Definition: A plan prescribed by law or other authoritative source which governs the compensation paid an employee. Each plan provides for a separate wage scale which normally is based on grade or level and length of time in grade or level.
Maintenance Agency: U.S. Office of Personnel Management, Compensation Group.

Associated Data Element(s)

Title and Definition	*Size/ Class*
Pay plan code—The pay plan prescribed by law or other authoritative source which governs the compensation paid an employee.	2A

Data Representations

Name	*Definition/Explanation*	*Code*
	AUTHORIZED FOR GENERAL USE	
Administratively determined rates, not elsewhere specified.		AD
Canal Zone General Schedule-type positions		CZ
Expert (5 U.S.C. 3109)	Use when the individual is appointed under 5 U.S.C. 3109 as an expert (as defined in FPM chapter 304, section 1–2). Do not use when the appointment as an expert is solely for service as an advisory committee member.	ED
Expert (Other)	Use when the individual is appointment under authorities similar to 5 U.S.C. 3109 (i.e., exempt from civil service requirements for competitive examination, job classification, and General Schedule pay) as an expert (as defined in FPM chapter 304, section 1–2). Do not use when the appointment as an expert is solely for service as an advisory committee member.	EE
Consultant (5 U.S.C. 3109)	Use when the individual is appointed under 5 U.S.C. 3109 as a consultant (as defined in FPM chapter 304, section 1–2). Do not use when the appointment as a consultant is solely for service as an advisory committee member.	EF
Consultant (other)	Use when the individual is appointed under authorities similar to 5 U.S.C. 3109 (i.e., exempt from civil service requirements for competitive examination, job classification, and General Schedule pay) as a consultant (as defined in FPM chapter 304, section 1-2). Do not use when the appointment as a consultant is solely for service as an advisory committee member.	EG
Advisory Committee Member (5 U.S.C. 3109).	Use when the individual is appointed under 5 U.S.C. 3109 to serve as a member of an advisory committee. (See OMB Circular No. A–63 for definition of "advisory committee.")	EH
Advisory Committee Member (Other).	Use when the individual is appointed under authorities similar to 5 U.S.C. 3109 (i.e., exempt from civil service requirements for competitive examination, job classification, and General Schedule pay) to serve as a member of an advisory committee (See OMB Circular No. A–63 for definition of "advisory committee.")	EI
Senior Executive Service (SES)		ES
Executive pay	Subch. II, ch. 53, 5 U.S.C.	EX
Foreign compensation	For use only when employee is assigned to the Agency for International Development under a Participating Agency Service Agreement (PASA).	FC

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
	AUTHORIZED FOR GENERAL USE—Continued	
Grades similar to General Schedule		GG
GG employees converted to a merit pay system		GH
Merit Pay System		GM
General Schedule	Ch. 51, 5 U.S.C.	GS
Employment under Schedule A 213.3102(w) classified under and paid as a GS rate.	This code will be used solely for the purpose of identifying excepted employment under the Summer Employment for youth and the Youth Opportunity Stay-in-School Campaign.	GW
Nonappropriated funds—nonsupervisory and nonleader—Federal Wage System.		NA
Nonappropriated funds—leader—Federal Wage System.		NL
Nonappropriated funds—supervisory—Federal Wage System.		NS
Statutory rates not elsewhere specified		SR
Scientific and professional	5 U.S.C. 3104	ST
Canal Zone Special Category-type positions.		SZ
Wage positions under the Federal Wage System not otherwise designated.		WB
Production facilitating nonsupervisory—Federal Wage System.		WD
Motion picture production schedule—Federal Wage System.		WF
Nonsupervisory pay schedules—Federal Wage System.		WG
Printing and lithographic pay schedules—Federal Wage System.	Washington, D.C. wage area as defined by FPM SUPPLEMENT 532–1.	WI
Leader pay schedules—Federal Wage System		WL
Maritime pay schedules—Federal Wage System		WM
Production facilitating supervisory—Federal Wage System.		WN
Printing and lithographic pay schedules—Federal Wage System.	Other than Washington, D.C. wage area as defined by FPM SUPPLEMENT 532–1.	WP
Aircraft, Electronic Equipment, and Optical Instrument Overhaul and Repair in Puerto Rico—supervisory—Federal Wage System		WQ
Aircraft, Electronic Equipment, and Optical Instrument Overhaul and Repair in Puerto Rico—leader—Federal Wage System		WR
Supervisory pay schedules—Federal Wage System.		WS
Apprentices and Shop Trainees—Federal Wage System		WT
Aircraft, Electronic Equipment, and Optical Instrument Overhaul and Repair in Puerto Rico—nonsupervisory—Federal Wage System		WU

Data Representations–Continued

Name	Definition/Explanation	Code
	AUTHORIZED FOR GENERAL USE—Continued	
Employment under Schedule A 213.3102(w) classified under and paid at a regularly established rate under a wage system.	This code will be used solely for the purpose of identifying wage-type excepted employment under the Youth Opportunity Stay-in-School Campaign.	WW
Canal Zone Wage System—type positions	.....	WZ
Summer aid employment under Schedule A 213.3102(v).	This code will be used solely for the purpose of identifying excepted employment under the Summer Employment Program for youth and the Youth Opportunity Stay-in-School Campaign.	YV
Student aid employment under Schedule A 213.3102(w) paid at a special rate established under agency authority.	This code will be used solely for the purpose of identifying excepted employment under the Summer Employment Program for youth and the Youth Opportunity Stay-in-School Campaign.	YW
Nonapplicable	For use only with pay basis WC—formerly pay basis WOC.	ZZ
	AUTHORIZED FOR USE BY SPECIFIC AGENCIES ONLY	
The Alaska Railroad	5 U.S.C. 5102(a)(1) (iii) and 43 U.S.C. 975, Department of Transportation.	AR
Commissioned Corps of the Public Health Service.	Environmental Protection Agency, Departments of Commerce, and Health and Human Services.	CC
Contract Education-year long	Bureau of Indian Affairs (Department of the Interior)	CE
Compensation program	Comptroller of the Currency (Department of the Treasury)	CP
Contract Education-school year	Bureau of Indian Affairs (Department of the Interior)	CY
Demonstration Administrative	Director of Laboratory Programs (Department of the Navy)	DA
Demonstration Clerical	Director of Laboratory Programs (Department of the Navy)	DC
Demonstration Professional	Director of Laboratory Program (Department of the Navy)	DP
Demonstration Technician	Director of Laboratory Programs (Department of the Navy)	DT
General Accounting Office Senior Executive Service	General Accounting Office.....	ET
Ambassadors and chiefs of mission serving at foreign posts.	Department of State, International Communication Agency.	FA
Foreign defense	Department of Defense including military departments	FD
Foreign Service Information Officer	International Communication Agency	FI
Foreign Service Officer	Department of State, International Communication Agency, ACTION, United States International Development Cooperation Agency, International Trade Administration (Department of Commerce.)	FO
Foreign Service Reserve	Department of State, International Communication Agency, ACTION, United States International Development Cooperation Agency, International Trade Administration (Department of Commerce.)	FR
Foreign Service staff	Department of State, International Communication Agency, ACTION, United States International Development Cooperation Agency, International Trade Administration (Department of Commerce).	FS
Graded Tradesmen and Craftsmen (excluding lithographers and printers).....	Administrative Office of the United States Courts.....	JG
Leaders of Tradesmen and Craftsmen.....	Administrative Office of the United States Courts.....	JL
Lithographers and Printers.....	Administrative Office of the United States Courts.....	JP
Supervisors of Tradesmen and Craftsmen..	Administrative Office of the United States Courts.....	JT

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
	AUTHORIZED FOR USE BY SPECIFIC AGENCIES ONLY—Continued	
Kiess Act	Government Printing Office	KA
Non-Craft—nonsupervisory	Bureau of Engraving and Printing	KG
Non-Craft—leader	Bureau of Engraving and Printing	KL
Non-Craft—supervisory	Bureau of Engraving and Printing	KS
United States Secret Service Uniform Division	Department of the Treasury	LE
Liquidation Graded	Federal Deposit Insurance Corporation	LG
Milk Marketing	Department of Agriculture	MA
Postal Technical Administrative Clerical Schedule—nonbargaining.	United States Postal Service	PA
Hourly Rate Rural Route Employees	United States Postal Service	PB
Postal Data Center, Bargaining PES Employees	United States Postal Service	PC
Automatic Data Processing Center	United States Postal Service	PD
Postal Executive Schedule	United States Postal Service	PE
Noncity Delivery Employees	United States Postal Service	PF
Nurses	United States Postal Service	PG
Research and Development Bargaining Unit	United States Postal Service	PH
Postal Career Executive Service	United States Postal Service	PI
USPS Headquarters, Bargaining Special Schedule, Custodial.	United States Postal Service	PK
Postal Management Schedule	United States Postal Service	PM
Employment under Postal Management Schedule with salary above the established schedule for steps 1–7.	United States Postal Service	PN
Postal Service Temporary Rate Schedule	United States Postal Service	PP
Rural Carriers Schedule	United States Postal Service	PR
Postal Service bargaining employees	United States Postal Service	PS
Casual and Public Policy Temporary Employees.	United States Postal Service	PT
Western Area Supply Center ADP Employees	United States Postal Service	PW
Administrative Schedule	Tennessee Valley Authority	SA
Clerical Schedule	Tennessee Valley Authority	SB
Reproduction and Communication Services Schedule.	Tennessee Valley Authority	SC
Engineering and Scientific Schedule	Tennessee Valley Authority	SD
Aide and Technician Schedule	Tennessee Valley Authority	SE
Custodial Schedule	Tennessee Valley Authority	SF
Public Safety Schedule	Tennessee Valley Authority	SG
Management Schedule	Tennessee Valley Authority	SM
Park Police	Department of the Interior	SP
Canteen Service	Veterans Administration	VC
Medical and dental	Veterans Administration	VM
Nursing	Veterans Administration	VN
Clinical Podiatrists and Optometrists Schedule	Veterans Administration	VP

Data Representations—Continued

Name	*Definition/Explanation*	*Code*
	AUTHORIZED FOR USE BY SPECIFIC AGENCIES ONLY—Continued	
Navigational Lock and Dam Operation and Maintenance Positions in the U.S. Army Corps of Engineers—supervisory—Federal Wage System.	Department of the Army	WA
Currency manufacturing	Department of the Treasury	WE
Coin manufacturing	Department of the Treasury	WH
Hopper Dredge Schedule—supervisory	Department of the Army	WJ
Hopper Dredge Schedule—nonsupervisory	Department of the Army	WK
Navigational Lock and Dam Operation and Maintenance Positions in the U.S. Army Corps of Engineers—leader—Federal Wage System.	Department of the Army	WO
Navigational Lock and Dam Operation and Maintenance Positions in the U.S. Army Corps of Engineers—nonsupervisory—Federal Wage System.	Department of the Army	WY
Special Overlap Area Rate Schedule—nonsupervisory—Federal Wage System.	Department of the Interior	XA
Special Overlap Area Rate Schedule—leader—Federal Wage System.	Department of the Interior	XB
Special Overlap Area Rate Schedule—supervisory—Federal Wage System.	Department of the Interior	XC

PERFORMANCE LEVEL

Implementation Date: October 1981
Definition: The expressed level of achievement of an employee's accomplishment of assigned tasks.
Maintenance Agency: U.S. Office of Personnel Management, Compensation Group, Merit Pay Division.

Associated Data Element(s)

Title and Definition	Size/Class
Performance Level Identifier - The summary qualitative description of the employee's accomplishments in meeting the level of achievement established by management for the duties and responsibilities of the employee's position.	1 A

Data Representations

Name	Definition/Explanation	Code
	Agencies whose performance evaluations are based on a five level system which results in five summary ratings should use the highest performance level code in each of the five performance categories listed below. For example, using the levels in a typical five level plan, Outstanding, Exceeds Fully Successful, Fully Successful, Minimally Satisfactory, and Unsatisfactory should be converted to the OPM codes A, D, G, K, and N respectively. Agencies should contact the U.S. Office of Personnel Management, Office of Compensation Program Development, Information Systems Support Section, for instructions on how to convert to this code structure if they have performance appraisal systems that: 1) have either more or less than five levels, or 2) result in more or less than five summary ratings, or 3) do not require a summary adjectival rating for merit pay (GM) employees (other than the highest and lowest ratings required by 5 CFR 351).	

Data Representations - Continued

Name	Definition/Explanation	Code
	Outstanding Performance	
Level A		A
Level B		B
Level C		C
	Exceeds Fully Successful Performance	
Level D		D
Level E		E
Level F		F
	Fully Successful Performance	
Level G		G
Level H		H
Level J		J
	Minimally Satisfactory Performance	
Level K		K
Level L		L
Level M		M
	Unsatisfactory Performance	
Level N		N
	Other	
GS employee without summary rating	This code may be entered only for GS 13-15 employees who have performance plans that do not require a summary rating (other than the highest and lowest ratings required by 5 CFR 351).	W
Not applicable	This code should be entered for GS 13-15 employees who do not have a current performance appraisal and for merit pay (GM) employees whose most recent performance appraisal is not valid for allocation of merit pay funds.	X

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POSITION SERVICE IDENTIFIER

Implementation Date: January 1982
Definition: The service, competitive, excepted, or senior executive, to which a position is assigned.
Maintenance Agency: U.S. Office of Personnel Management, Agency Relations Group, Work Force Information Division.

Associated Data Element(s)

Title and Definition			Size/ Class
Position occupied	-	An indication of whether the employee's position is in the competitive service, excepted service or Senior Executive Service.	1N

Data Representations

Name	Definition/Explanation	Code
Competitive service	See 5 U.S.C. 2102 for definition of the competitive service.	1
Excepted service	This position is not in the competitive service or in the Senior Executive Service. See 5 U.S.C. 2103 for definition of the excepted service.	2
Senior Executive Service General	Employee in the SES occupies a general position as defined in 5 U.S.C. 3132 (a)(9).	3
Senior Executive Service Career Reserved	Employee in the SES occupies a career reserved position as defined in the 5 U.S.C. 3132 (a)(8).	4

RACE AND NATIONAL ORIGIN

Implementation Date: September 1981
Definition: A designation of a person's race and national origin.
Maintenance Agency: U.S. Office of Personnel Management, Office of Affirmative Employment Programs.

Associated Data Elements(s)

Title and Definition	Size/ Class
Race and national origin identification - Identifies the employee's basic racial and national origin category. Employees of mixed racial and/or national origin should be identified by the category with which they most closely associate themselves.	1A

Data Representations

Name	Definition/Explanation	Code
American Indian or Alaskan Native	A person having origins in any of the original peoples of North America, and who maintains cultural identification through community recognition or tribal affiliation. (This code must not be used for employees in Puerto Rico.)	A
Asian or Pacific Islander	A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes, for example, China, India, Japan, Korea, the Philippine Islands, and Samoa. (This code must not be used for employees in Hawaii or Puerto Rico.)	B
Black, not of Hispanic origin	A person having origins in any of the black racial groups of Africa. Does not include persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish cultures or origins (see Hispanic). (This code must not be used for employees in Puerto Rico.)	C
Hispanic	A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish cultures or origins. Does not include persons of Portuguese culture or origin.	D

Data Representations - Continued

Name	Definition/Explanation	Code
White, not of Hispanic origin	A person having origins in any of the original peoples of Europe, North Africa, or the Middle East. Does not include persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish cultures or origins (see Hispanic). Also includes persons not included in other categories. (This code must not be used for employees in Puerto Rico.)	E
Asian Indian	A person having origins in any of the original peoples of the Indian subcontinent i.e., India, Pakistan, Bangladesh, Sri Lanka, Nepal, Sikkim, and Bhutan. (This code is for use in Hawaii only.)	F
Chinese	A person having origins in any of the original peoples of China. (This code is for use in Hawaii only.)	G
Filipino	A person having origins in any of the original peoples of the Philippines. (This code is for use in Hawaii only.)	H
Guamanian	A person having origins in any of the original peoples of Guam (e.g. Chamorro). (This code is for use in Hawaii only.)	J
Hawaiian	A person having origins in any of the original peoples of Hawaii. Includes persons who are Part Hawaiian and identify most closely with the Hawaiian category. (This code is for use in Hawaii only.)	K
Japanese	A person having origins in any of the original peoples of Japan. (This code is for use in Hawaii only.)	L
Korean	A person having origins in any of the original peoples of Korea. (This code is for use in Hawaii only.)	M
Samoan	A person having origins in any of the original peoples of Samoa. (This code is for use in Hawaii only.)	N
Vietnamese	A person having origins in any of the original peoples of Vietnam. (This code is for use in Hawaii only.)	P
All Other Asian or Pacific Islanders	A person having origins in any of the original peoples of Asia or the Pacific Islands not included in codes F through P above. (This code is for use in Hawaii only.)	Q
Not Hispanic in Puerto Rico	A person not of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish cultures or origins whose official duty station is in Puerto Rico. (This code is for use in Puerto Rico only.)	Y

SUPERVISORY OR MANAGERIAL POSITION INDICATOR

Implementation Date: May 1980
Definition: The nature of managerial, supervisory, or nonsupervisory responsibility.
Maintenance Agency: U.S. Office of Personnel Management, Standards Development Center, Staffing Services Group.

Associated Data Element(s)

Title and Definition	Size/ Class
Supervisory or nonsupervisory indicator - The nature of managerial, supervisory, or nonsupervisory responsibility assigned to the position.	1N

Data Representations

Name	Definition/Explanation	Code
Supervisor	Position requires the exercise of supervisory responsibilities that at least meet the minimum requirements for application of the Supervisory Grade-Evaluation Guide or similar standards of minimum supervisory responsibilities specified by the job standards or other directives of the applicable pay schedule or system.	1
Manager	Position has the full range of managerial functions delineated in the introductory section to the Supervisory Grade-Evaluation Guide. (All managerial positions, as defined by the Supervisory Grade-Evaluation Guide, are supervisory in nature, but not all supervisory positions are managerial.)	3
Supervisor (CSRA)	Position meets the definition of Supervisor in 5 U.S.C. 7103(a)(10) but does not meet the minimum requirements for application of the Supervisory Grade-Evaluation Guide.	4
Management Official (CSRA)	Position meets the definition of Management Official in 5 U.S.C. 7103(a)(11) but does not meet the Supervisory Grade-Evaluation Guide definition of Manager or Supervisor or the definition of Supervisor in 5 U.S.C. 7103(a)(10).	5
Leader	Position is titled with the prefix "Lead" and meets the minimum requirements for application of the Work Leader Grade-Evaluation Guide; or meets similar minimum requirements for leader responsibilities specified by the job standards or other directives of the applicable pay schedule or system.	6
All Other Positions	Position does not meet the above definition of Supervisor, Manager, Supervisor (CSRA), Management Official (CSRA), or Leader.	8

TENURE GROUP

Implementation Date: January 1982
Definition: The retention groups (for reduction-in-force purposes) in which employees are placed based on type of appointment.
Maintenance Agency: U.S. Office of Personnel Management, Staffing Services Group, Policy Analysis and Development.

Associated Data Element(s)

Title and Definition		Size/ Class
Tenure code	- The code indicating the retention group (for reduction-in-force purposes) in which the employee is placed based on his or her type of appointment.	1N

Data Representations

Name	Definition/Explanation	Code
No tenure group	Employee is in none of the tenure groups established for reduction in-force purposes.	0
Tenure group 1	Competitive service - Tenure group 1 includes employees serving under career appointments who either have completed initial appointment probation or are not required to serve initial appointment probation. Excepted service - Tenure group 1 includes permanent employees whose appointments carry no restriction or condition such as conditional, indefinite, specific time limitation, or trial period.	1
Tenure group 2	Competitive service - Tenure group 2 includes employees serving under career-conditional appointments, and employees under career appointments who are serving initial appointment probation. Excepted service - Tenure group 2 includes employees who are serving trial periods, or whose tenure is equivalent to career-conditional tenure in the competitive service in agencies that use that type of appointment system.	2

Data Representations (continued)

Name	Definition/Explanation	Code
Tenure group 3	Competitive service - Tenure group 3 includes employees serving on any appointment designated as indefinite, employees under temporary appointments pending establishment of registers, employees under term appointments, employees in status quo appointments, and employees under any other nonstatus nontemporary appointments. Excepted service - Tenure group 3 includes employees whose appointment is indefinite; that is, without specific time limitation but not actually or potentially permanent, or with a specific time limitation of more than one year; also, employees who, though currently under appointments limited to one year or less, complete one year of current continuous employment.	3

UNITED STATES CITIZENSHIP STATUS

Implementation Date: January 1982
Definition: Indicates United States citizenship status.
Maintenance Agency: U.S. Office of Personnel Management, Agency Relations Group, Work Force Information Division.

Associated Data Element(s)

Title and Definition	Size/ Class
Citizenship status - Indicates whether the employee is a U.S. citizen or not.	1N

Data Representations

Name	Definition/Explanation	Code
U.S. Citizen	A citizen of the United States, by birth or naturalization. (Includes U.S. Nationals. A U.S. National, though not a citizen of the United States, owes permanent allegiance to the United States. Limited to natives of American Samoa and Swains Island.)	1
Other		8

VIETNAM ERA VETERAN

Implementation Date: January 1982
Definition: A veteran who served during the Vietnam era, between August 5, 1964 and May 7, 1975. Beginning date established by Congressional Resolution; ending date by Presidential Proclamation 4373 dated May 7, 1975.
Maintenance Agency: U.S. Office of Personnel Management, Office of Affirmative Employment Programs.

Associated Data Element(s)

Title and Definition			Size/ Class
Vietnam era veteran indicator	-	Indicates whether an employee is a Vietnam era veteran.	1A

Data Representations

Name	Definition/Explanation	Code
Not a Vietnam era veteran	Employee may or may not be a veteran, but is not a veteran of the Vietnam era.	N
Vietnam era veteran	A veteran who served during the Vietnam era, between August 5, 1964 and May 7, 1975.	V

WORK SCHEDULE

Implementation Date: October 1981
Definition: The time basis on which an individual is scheduled to work.
Maintenance Agency: U.S. Office of Personnel Management, Compensation Group.

Associated Data Element(s)

Title and Definition			Size/ Class
Work schedule code	-	Indicates the time basis on which an employee is scheduled to work.	1A

Data Representations

Name	Definition/Explanation	Code
Full-time	A schedule which requires an employee to work the number of hours or days prescribed by the administrative work week for a particular employment group or class.	F
Full-time seasonal	A schedule which requires an employee to work less than a full year on either an annually recurring or on-call basis and which requires an employee to work the number of hours or days prescribed by the administrative work week for a particular employment group or class. (Less than the 2080 hours per year required of regular full-time employees.)	G
Part-time	A schedule which requires an employee to work a definite, but lesser, number of hours or days than that required of full-time employees in the same employment group or class.	P
Part-time seasonal	A schedule which requires an employee to work less than a full year on either an annually recurring or on-call basis and which requires an employee to work a definite, but lesser, number of hours or days than that required of full-time employees in the same employment group or class.	Q
Intermittent	A schedule which requires an employee to work an irregular number of hours or days (i.e., on an occasional basis.)	I
Intermittent seasonal	A schedule which requires an employee to work less than a full work year on either an annually recurring or on-call basis and which requires an employee to work an irregular number of hours or days (i.e., on an occasional basis.)	J

Standard Remarks and Codes used in FPM Supplement 296-33

REMARK CODE	REMARK
	APPOINTMENT LIMITATIONS
A03	Employment is NTE two years. Upon satisfactory completion of program, you will be noncompetitively converted to career-conditional appointment. If performance is not satisfactory or you fail to satisfactory complete program, employment will be terminated.
A04	Employment is NTE two years. Upon satisfactory completion of internship, you will be noncompetitively converted to career or career-conditional appointment. If your performance is not satisfactory or if you fail to satisfactorily complete internship, employment will be terminated.
A05	Employment is NTE 120 days following completion of requirements for graduation from the degree program which qualifies you for this appointment. Upon satisfactory completion of the program you may, at the employing agency's option, be noncompetitively converted to career or career-conditional appointment. If your performance is not satisfactory or if you fail to satisfactorily complete the program, employment will be terminated.
A06	May work full time any period school is closed; otherwise, employment may not exceed 20 hours in any calendar week.
A07	Total employment under this appointment must not exceed (number) hours.
A08	Total employment under this and previous appointment must not exceed (number) hours.
A11	Employment under this appointment must not exceed (number) working days a year.

REMARK CODE	REMARK
A12	Employment under this and previous appointment must not exceed (number) working days a year.
A15	Total compensation during service year may not exceed 40% of salary for GS-3/1; salary increase resulting from a within-grade increase will not count against this limitation.
A17	In accordance with 5 U.S.C. 3323(b), you may be separated at the will of the appointing officer.
A22	This appointment cannot be renewed. Upon admission to the Bar, you will be eligible for appointment as attorney in accordance with (agency) appointment procedures.
BENEFITS AND LEAVE	
B01	Cancelled health benefits.
B02	Elected not to enroll for health benefits.
B03	Ineligible for health benefits.
B04	Ineligible for leave.
B05	Employee became subject to 7 1/2% CSR deduction effective (date).
B06	Employee subject to 7 1/2% CSR deduction during the period (date) through (date).
B31	Changes SCD from (date) to reflect (number) days worked under intermittent appointment(s).
B32	Changes SCD from (date) to reflect excess time in nonpay status during calendar year (year).

REMARK CODE	REMARK
B33	Changes SCD from (date) to reflect service which has been ruled creditable.
B34	Changes SCD from (date) to reflect previously unclaimed service.
B35	Changes SCD from (date) because (state reason).
B36	Changes SCD from (date) upon employee's receipt of discharge from uniformed service.
B38	(Enter: FEGLI and/or health benefits) coverage continues for up to 365 days in nonpay status.
	CORRECTIONS AND CANCELLATIONS
C02	Employee found to be ineligible for (type) retirement.
C03	Retroactive restoration based on ( ).
C04	Retroactive change to intermediate grade based on ( ).
C06	Retroactive change to former grade based on ( ).
C07	Retroactive change to lower grade based on ( ).
C09	Also corrects personnel action, (NOAC), (NOA), effective (date), item (number) to add ( ).
C10	Corrects date of separation from (date) to avoid a break in service when employee was appointed by (agency).
C11	Corrects item (number) from ( ).
C12	Also corrects the same item on all previous personnel actions (date) to (date).

REMARK CODE	REMARK
C13	Also corrects personnel actions, (NOAC), (NOA), effective date, item (no.) from (.).
C14	(Explain why the action is cancelled.)
C15	This notification of personnel action replaces a previously executed one.
C16	This notification of personnel action prepared by (name of employing office).
C17	Completes item (number) which was omitted.
C18	Corrects item (number) to read:
*C20	Action cancelled in accordance with OPM letter dated (date). This SF 50 and the SF 50 being cancelled must be retained permanently in the employee's Official Personnel Folder.
C27	Entitled to back pay under 5 U.S.C. 5596.
C28	Active duty begins (date).
C30	NOAC/NOA shown on original action are no longer in use. They were required under FPM Supp. 296-31 which has been replaced by FPM 296-33.
	EMPLOYMENT CONDITIONS
E03	Trial period completed.
E04	Initial probationary period completed.
E05	Date for completion of initial probationary (or trial) period has been adjusted to reflect excess time in nonpay status. New completion date is (date).
E16	Your veteran preference is not applicable for reduction-in-force purposes.

* Revision to previously published listing.

REMARK CODE	REMARK
E18	Appointment is subject to completion of one year intitial probationary period beginning (date).
E19	Appointment is subject to completion of one year trial period beginning (date).
E20	Estimated number of days to be worked is (number); work period expected to begin (date).
E21	You are subject to regulations governing conduct and responsibilities of special government employees.
E23	Veteran preference is not applicable to the Senior Executive Service.
E24	Probationary period for SES position is not required.
E25	Subject to satisfactory completion of one year SES probationary period beginning (date).
E26	SES probationary period completed.
E36	Qualified for this position only under OPM-approved training agreement. Not eligible for other positions in this series until satisfactorily completes prescribed training.
E37	Satisfactorily completed prescribed training under OPM-approved training agreement. Meets basic qualifications for other positions in this series.
E39	Employee is assigned to a worker-trainee developmental position.
E44	Probationary period for supervisory (or managerial) position not required.

REMARK CODE	REMARK
E45	Probationary period for supervisory (or managerial) position completed.
E46	Subject to completion of (enter period) probationary period for assignment to supervisory (or managerial) position beginning (date).
E51	Employee has guaranteed placement rights during probation.
E54	Employee elects to continue appropriate SES provisions under 5 U.S.C. 3392(c).
	SERVICE CREDIT
G11	Employee paid under 5 U.S.C. 81 from (date) through (date). The entire period shall be credited for all rights and benefits based on length of service.
G29	Intermittent employment totaled (number) days in work status from (date) to (date).
G30	Intermittent employment totaled (number) days in pay status from (date) to (date).
G31	Nonpay time not previously recorded in calendar year (year) totaled (number) hours.
G33	Service credit for retirement, reduction-in-force, and leave accrual purposes continues for up to a maximum of six months in nonpay status per calendar year.
	POSITION CHANGE ACTIONS
K12	Selected from (cite the number of the agency's merit promotion certificate or list of eligibles), dated (date).

REMARK CODE	REMARK
K13	Removes temporary limitation placed on the last action.
K16	From promotion NTE (date).
K17	Repromoted to a higher grade or position from which downgraded without personal cause and not at employee's request.
K18	Position has no known promotion potential.
K19	Successor position -- employee retained in competitive service.
K23	Result of change in classification standards.
K24	Result of change in classification series definition.
K26	Result of additional duties and responsibilities.
K27	Result of position review.
K38	Promoted (or reassigned) from (former position and grade), effective (date).
K39	From detail NTE (date).
*K40	
*K41	
K43	Result of failure to satisfactorily complete probationary period for supervisory (or managerial) position.
K45	Detailed to unclassified position.
K46	Detail to (enter name of state or local government or educational institution) under the Intergovernmental Personnel Act (IPA).

* Previously published remark and remark code deleted.

REMARK CODE	REMARK
K47	Detailed to (enter name of international organization).
K50	From position change NTE (date).
	MISCELLANEOUS
M01	Appointment affidavit executed (date).
M02	You have reemployment rights for two years in (former agency) granted under Reg 352.204 and OPM letter of (date).
M04	Under P.L. 96-8, is entitled to continue under Civil Service (or Foreign Service) Retirement, FEGLI and health benefits. Has reemployment rights in (agency from which separated) or successor agency upon separation from the Institute subject to such time period and other conditions as the President may prescribe.
M10	OPF maintained by (name and address of office maintaining OPF).
M20	Action at employee's request.
M22	(State reason for change in employee's occupation code).
M23	Continues promotion NTE (date).
M24	Continues position change NTE (date).
M26	Employee was advised of opportunity to file grievance and elected to do so.
M27	Employee was advised of opportunity to file grievance and elected not to do so.
M32	Tour of duty will be (days and hours of work).

REMARK CODE	REMARK
M33	On nonpay status in (agency).
M34	On part-time (or intermittent) appointment in (agency).
M42	Approved by (OPM office or agency official) on (date).
M52	Employee declined conversion to the Senior Executive Service and continues under (enter: type of appointment) with all associated rights and benefits.
M53	Employee to suffer no loss of, or reduction in, pay, leave, credit for time or service, or performance or efficiency rating.
M58	No SES reinstatement rights.
M60	Information on possible 5 U.S.C. 83, subchapter II, case may be obtained from (enter name an address).
M61	Possible 5 U.S.C., 83 subchapter II, case.
M62	You have reemployment rights in (agency) under 5 U.S.C. 3582 provided separation is no later than (enter period) after the date of entry on duty in (name of international organization) and you apply to this agency within 90 days from date of your separation.
M63	To be placed on (agency) reemployment priority list until (date).
M64	You have employment rights in (agency) for (how long) under (authority).
M67	Forwarding address:
M72	Reason for furlough: (state reason.)
M74	Changes data element(s) in block(s) (list SF 50 block number(s)).

REMARK CODE	REMARK
*M80	Variation under CS Rule 5 approved by OPM on (date).
PAY IN ADDITION TO OR OUTSIDE OF SALARY	
N10	To (or expected to) be paid under 5 U.S.C. 81.
N20	Serverance pay to be resumed by (agency responsible for the severance pay fund).
N21	Serverance pay to be recomputed by (agency responsible for the severance pay fund).
N22	Entitled to ($) severance pay fund to be paid at the rate of ($) per week over (number) weeks beginning (date).
N23	Not entitled to severance pay.
N24	Severance pay suspended by (agency paying the severance pay) until termination of this appointment.
N25	Severance pay discontinued. Employee has received (total number) weeks of severance pay.
N26	Lump-sum payment to cover (number) hours ending (date and hour.)
N27	Lump-sum payment to be made for any unused annual leave.
N59	OPF retained by (name and address of office).
PAY RATE	
P01	Previously employed at (pay plan, grade, rate).
P02	Pay rate fixed to include rate increase due on same date.
P03	Pay rate is subject to upward retroactive adjustment upon verification of prior service.

* Revision to previously published listing.

REMARK CODE	REMARK
P04	Superior qualifications appointment made under Reg 531.203(b).
P05	Special rate under 5 U.S.C. 5303.
P06	Pay rate includes within-grade increases or other rate changes to which employee would have been entitled had he or she remained continuously in Federal service.
P07	Pay rate authorized under Reg 531.305--supervises wage system employees paid (rate) per annum.
P08	Annual salary to be reduced by the amount of your retirement annuity and by future cost of living increases.
P09	Pay or step adjusted (date) by (authority).
P10	Annuity at present is $ _____.
P11	Salary would be $(amount) if not limited by 5 U.S.C. 5308 (or other statutory authority).
P12	Eligibility date for within-grade increase adjusted to reflect excess time in nonpay status. New date is (date).
P13	Effective date adjusted due to excess time in nonpay status.
P15	Within-grade increase to step (number) denied because your work is not at an acceptable level of competence. You remain at GS (number), step (number).
P16	Met all requirements for WGI to (grade and step) (date); due on (date).
P17	Entitled to retained pay until (date); otherwise, pay would be (pay plan, grade and step).
P18	Retained rate period expires (date). Effective (date) pay will be (amount).

REMARK CODE	REMARK
P21	Salary includes a merit increase of $ _____.
P22	Salary includes zero merit increase.
P23	Salary includes a _____% pay comparability increase.
P24	Salary includes a _____% pay comparability increase and an additional adjustment of $_____ to bring salary up to the minimum rate for the grade.
P25	Salary reflects a merit increase of $_____ which includes $_____ supplemental increase granted to insure the new rate range minimum.
P26	Payable salary limited to $_____ by 5 U.S.C. 5308 (or other statutory authority).
P48	Salary may not be reduced below salary earned immediately prior to SES conversion with any future involuntary action while continously employed.
*P50	Exception from the reduction in military retired pay provisions (enter 5 U.S.C. 5532(b) and/or 5 U.S.C. 5532(c), as appropriate) approved by OPM on (date).
EMPLOYEE REASON FOR RESIGNATION, RETIREMENT, FAILURE TO RELOCATE OR TO ACCEPT REASSIGNMENT	
R01	Resigned because (state specific, factual reasons when resignation is related to working conditions).
R02	Resigned because (state specific, factual reasons when resignation is because of inadequate equipment or facilities).
R03	Resigned because (state specific, factual reasons when resignation is because working conditions are too dangerous or hazardous).

* Revision to previously published listing.

REMARK CODE	REMARK
R04	Resigned because (state specific, factual reasons when resignation is because physical conditions at worksite are too hot, too cold or too dirty).
R05	Resigned because (state specific, factual reasons when resignation is for reasons related to benefits and pay and not described in remarks R06, R07, or R08).
R06	Resigned because (state specific, factual reasons when benefits such as leave, health insurance and/or life insurance are not adequate).
R07	Resigned because (state specific, factual reasons when resignation is because cost of living in area where employee works is too high).
R08	Resigned because (state specific, factual reasons when resignation is because salary is too low for work done or can get higher salary outside Federal government for similar work).
R09	Resigned because (state specific factual reasons when resignation is because of difficulty in securing transportation to and from work location).
R10	Resigned because (state specific, factual reasons when resignation is because it took too long to commute to and from work location).
R11	Resigned because (state specific, factual reasons when resignation is because of insufficient promotion or advancement opportunity).
R12	Resigned because (state specific, factual reasons when resignation is because employee wants to change occupation or career field).
R13	Resigned because (state specific, factual reasons when resignation is because employee has accepted a job in private industry).

REMARK CODE	REMARK
R14	Resigned because (state specific, factual reasons when resignation is because employee plans to further his/her education).
R15	Resigned because (state specific, factual reasons when resignation is to accompany spouse to new location).
R16	Resigned because (state specific, factual reasons when resignation is because of child care problems).
R17	Resigned because (state specific, factual reasons when resignation is because of family responsibilities not described in remarks R15 or R16).
R18	Resigned because (state specific, factual reasons when resignation is because of employee's health).
R19	Resigned because (state specific, factual reasons when resignation is because of other personal reasons not described in remarks R11 through R18).
R21	Reason for retirement: (State reason.)
R52	Reason(s) for declination of assignment: (Enter reason(s).)
R53	Reason(s) for declination of relocation: (Enter reason(s).)
R55	Refused job offer because (reasons given by employee).
AGENCY EXPLANATION OF EMPLOYEE'S SEPARATION	
S20	(State the conditions under which the employee abandoned his/her position.)
S23	Agency finding: No other information available.
S24	Agency finding: (State the specific, factual reason known to the agency as to why the employee resigned.)

REMARK CODE	REMARK
S25	Agency finding: (State the specific, factual reason known to the agency as to why the employee retired.)
S28	Agency finding: Resigned after receiving written notice on (date) of decision to remove for (reasons).
S29	Agency finding: Resigned after receiving written notice on (date) of decision to demote for (reasons).
S30	Agency finding: Resigned after receiving written notice on (date) of decision to suspend for (reasons).
S31	Agency finding: Resigned after receiving written notice on (date) of proposal to remove for (reasons).
S32	Agency finding: Resigned after receiving written notice on (date) of proposal to demote for (reasons).
S33	Agency finding: Resigned after receiving written notice on (date) of proposal to suspend for (reasons).
S34	Agency finding: Retired after receiving written notice on (date) of decision to remove for (reasons).
S35	Agency finding: Retired after receiving written notice on (date) of decision to demote for (reasons).
S36	Agency finding: Retired after receiving written notice on (date) of decision to suspend for (reasons).
S37	Agency finding: Retired after receiving written notice on (date) of proposal to remove for (reasons).
S38	Agency finding: Retired after receiving written notice on (date) of proposal to demote for (reasons).
S39	Agency finding: Retired after receiving written notice on (date) of proposal to suspend for (reasons).

REMARK CODE	REMARK
S40	Agency finding: Separated after receiving written notice on (date) of proposal to suspend for (reasons).
S41	Agency finding: Separated after receiving written notice on (date) of proposal to demote for (reasons).
S42	Agency finding: Separated after receiving written notice on (date) of proposal to remove for (reasons).
S43	Agency finding: Separated after receiving written notice on (date) of decision to suspend for (reasons).
S44	Agency finding: Separated after receiving written notice on (date) of decision to demote for (reasons).
S45	Agency finding: Separated after receiving written notice on (date) of decision to remove for (reasons).
S46	Removal by order of OPM dated (date) for violation of CS (enter proper rule or regulation).
S47	Reason(s) for removal: (State reason(s)).
S48	Reason(s) for termination; (State reason(s))
S49	Reason for suspension: (State reason).
S50	Displacement notice dated: (date).
S51	RIF notice dated: (date)
S54	Offered job(s) of (position title, grade, salary and geographical location).
S56	No reason given by employee for refusing job offer.
S57	Refused extension of appointment.
S58	No other work available.

REMARK CODE	REMARK
S65	Resigned during initial appointment probationary period.
S66	Resigned during trial period.
S68	Employee gave no reason for resignation.
S69	Employee gave no reason for retiring.
S70	Agency finding: Resigned after receiving written notice of proposed separation during initial probationary period.
S71	Agency finding: Resigned after receiving written notice of proposed separation during trial period.
S73	Removal by order of Merit Systems Protection Board dated (date) for (reason).
S74	Agency finding: Resigned after receiving notice of proposed position change as result of failure to satisfactorily complete probationary period for supervisory (or managerial) position.
S75	Agency finding: Resigned after receiving notice of decision on position change as result of failure to satisfactorily complete probationary period for supervisory (or managerial) position.
S76	Agency finding: Resigned after receiving notice of proposed conversion from the Senior Executive Service to a position in the (enter: competitive or excepted) service.
S77	Suspension to be imposed on (list days of the week or specific dates on which suspension will be imposed).
	TENURE
T06	Date for conversion to career tenure has been adjusted to reflect excess time in nonpay status. New conversion date is (date).

REMARK CODE	REMARK
T07	Completed service requirement for career tenure from (date) to (date).
T08	Service counting towards permanent tenure from (date) to (date).
T09	Service counting towards permanent tenure from (date).
T10	Service counting toward career tenure from (date).
T11	Completed one year of current continuous service.
T29	(Briefly state reason for change in tenure group).
T55	Tenure as used for U.S.C. 3502 is not applicable to the Senior Executive Service.
	RETAINED GRADE AND RETAINED PAY
X35	The retained pay plan and grade (pay plan and grade) is equivalent to (pay plan and grade), the position from which reduced.
X36	Grade retention entitlement terminated. No further entitlement to grade or pay retention.
X37	Employee is entitled to retain grade of (pay plan and grade) through (date).
X38	On (date) employee will be entitled to retain grade of (pay plan and grade) through (date) provided the preceding period of grade retention is not terminated earlier.
X39	Employee elected to terminate grade retention entitlement.
X40	Employee is entitled to pay retention.
X41	Salary is 150% of maximum rate of grade to which assigned.

REMARK CODE	REMARK
X42	Pay retention entitlement terminated.
X43	Expiration of grade retention period as (pay plan and grade).
X44	Rate is step (number) of (pay plan and grade), retained grade.
X45	Retained grade will be used to determine employee's pay, retirement and insurance benefits, and promotion and training eligibility.
X46	Action gives employee within-grade increase/quality increase to step (number) of (pay plan and grade), retained grade.
X47	Action denies within-grade increase to step (number) of employee's retained grade.
X48	Declined offer of (position title, pay plan, series and grade).
X49	Change to lower grade is for personal cause.
X50	Failed to comply with priority placement program requirements.
X51	Employee's step in item 31 reflects within-grade increase(s) which would have been earned on (date(s)).
X54	This action returns the employee to the grade which will be retained under the retroactive provisions of title VII of Public Law 95-454 so that action entitling the employee to grade retention can be properly documented.
X59	This action documents employee's entitlement to grade retention based on the reduction in grade which occurred on (date).

REMARK CODE	REMARK
X61	Retained grade will not be used for purposes of reduction-in-force.

RESERVED FOR AGENCIES' INTERNAL USE.

Codes with the first characters of Y or Z.

Conversion Chart for Personnel Action Codes and Nature of Action Codes

FPM Supplement 296-33		FPM Supplement 296-31	
NOAC	NOA	PAC	NOA
001	Cancellation	001	Cancellation
002	Correction	002	Correction
005	Recreation or resubmission of a record	005	Recreation or resubmission of a CPDF record
007	Correction of current file	007	Correction of current CPDF file
008	Recreation of a cancelled separation action	008	Recreation of a cancelled separation action
010	Deletion from file	010	Deletion from the file
100	Career Appt	100	Career Appt
		130	Career Appt
		140	Reinstatement-Career
		140	Career Appt
		160	Reemployment - MIL (to Career Appointment)
		161	Reemployment (to Career Appointment)
101	Career-Cond Appt	101	Career-Cond Appt
		131	Career-Cond Appt
		141	Reinstatement - Career-Cond
		141	Career-Cond Appt
		160	Reemployment - MIL (to Career-Cond Appointment)
		161	Reemployment (to Career-Cond Appt)
102	Career Exec Assign	100	Career Exec Assign
		130	Career Exec Assign - from (agency)
		130	Career Exec Assignment - Trans
		140	Career Exec Assign
		140	Career Exec Assign - from (agency)
		160	Career Exec Assign - Reempl - MIL
		161	Career Exec Assign - Reempl
103	Career Exec Assign - Cond	101	Career Exec Assign
		131	Career Exec Assign - Trans
		141	Career Exec Assign
		131	Career Exec Assign - from (agency)
		141	Career Exec Assign - from (agency)
		160	Career Exec Assign - Reempl
		161	Career Exec Assign - Reempl

FPM Supplement 296-33		FPM Supplement 296-31	
NOAC	NOA	PAC	NOA
104	Noncareer Exec Assign	170	Noncareer Exec Assign
		172	Noncareer Exec Assign - Indefinite
		160	Noncareer Exec Assign - Reempl - MIL
		161	Noncareer Exec Assign - Reempl
107	Emergency Appt	107	Emergency - Indefinite Appt
		160	Reemployment - MIL (to Emergency Indef Appt)
		161	Reemployment (to Emergency Indef Appt)
108	Term Appt NTE (date)	108	Term Appt NTE (date)
		161	Reemployment (to Term Appointment)
112	Temp Appt - PER	112	Temp Appt - PER
		160	Reemployment - MIL (to TAPER)
		161	Reemployment (to TAPER)
115	Appt NTE (date)	110	Temp Appt NTE (date)
		113	Temp Appt NTE (date)
		115	Temp Appt NTE (date)
		214	Temp Appt - 1 Month
117	Summer Appt NTE (date)	117	Temp Appt NTE (date)
		118	Temp Appt NTE (date)
		119	Temp Appt NTE (date)
		171	Exc Appt NTE (date) (to Summer Appt)
120	O/S Ltd Appt	120	O/S Ltd Appt
		160	Reemployment - MIL (to Overseas Ltd Appt)
		161	Reemployment (to Overseas Ltd Appt)
122	O/S Ltd Appt NTE (date)	121	O/S Ltd Appt NTE (date)
		124	O/S Ltd Term Appt NTE (date)
		160	Reemployment - MIL (to O/S Ltd Term Appt NTE)
		161	Reemployment (to O/S Ltd Term Appt NTE)
124	Appt - Status Quo	122	Appt (Special Tenure)
		160	Reemployment - MIL (to Special Tenure Appt)
		161	Reemployment (to Special Tenure Appt)

FPM Supplement 296-33		FPM Supplement 296-31	
NOAC	NOA	PAC	NOA
128	Limited Exec Assign	128	Limited Exec Assign
		128	Limited Exec Assign Indefinite
		160	Limited Exec Assign - Reempl - MIL
		161	Limited Exec Assign - Reempl
130	Transfer	130	Transfer - Career
		131	Transfer - Career-Cond
		176	Veterans Readj Appt (from VRA in different agency without break in service)
132	Mass Transfer	132	Mass Transfer
140	Reins - Career	140	Reins - Career
141	Reins - Career-Cond	141	Reins - Career-Cond
142	SES Career Appt	142	SES Career Appt
143	Reins - SES Career	143	Reinstatement - SES Career
		144	Reinstatement - SES Career
145	Transfer - SES Career	145	Transfer - SES Career
146	SES Noncareer Appt	146	SES Noncareer Appt
147	Transfer - SES Non-career	147	Transfer - SES Noncareer
148	SES Ltd Term Appt NTE (date)	148	SES Ltd Term Appt NTE (date)
149	SES Ltd Emergency Appt NTE (date)	149	SES Ltd Emergency Appt NTE (date)
150	Canal Zone Career-Cond Appt	173	Canal Zone Career-Cond Appt
		160	Canal Zone Reemployment - MIL (to Canal Zone Career-Cond Appt)
		161	Canal Zone Reemployment (to Canal Zone Career-Cond appt)

FPM Supplement 296-33		FPM Supplement 296-31	
NOAC	NOA	PAC	NOA
151	Canal Zone Career Appt	170	Canal Zone Career Appt
		160	Canal Zone Reemployment - MIL (to Canal Zone Career Appt)
		161	Canal Zone Reemployment (to Canal Zone Career Appt)
152	Canal Zone Temp Appt - PER	172	Canal Zone Temp Appt - PER
		160	Canal Zone Reemployment - MIL (to Canal Zone Temp Appt - PER)
		161	Canal Zone Reemployment (to Canal Zone Temp Appt - PER)
153	Canal Zone Appt NTE (date)	171	Canal Zone Temp Appt NTE (date)
154	Canal Zone Term Appt NTE (date)	171	Canal Zone Term Appt NTE (date)
		161	Canal Zone Reemployment (to Canal Zone Term Appt)
155	Canal Zone Reappt	170	Canal Zone Reappt - Career
		173	Canal Zone Reappt - Career Cond
156	Canal Zone Appt - Status Quo		None
157	Canal Zone Transfer	170	Canal Zone Transfer - Career
		173	Canal Zone Transfer - Career Cond
170	Exc Appt	170	Exc Appt
		172	Exc Appt - Indefinite
		173	Exc Appt - Conditional
		176	Veterans Readj Appt (except transfer from VRA in different agency without break in service)
		177	Exc Appt
		160	Reemployment - MIL (to Exec Appt)
		161	Reemployment (to Exec Appt)
		179	Exc Appt - PMIP
171	Exc Appt NTE (date)	171	Exc Appt NTE (date) (unless to Summer Appt)
		178	Exc Appt Excluded from CZMS NTE (date)

FPM Supplement 296-33		FPM Supplement 296-31	
NOAC	NOA	PAC	NOA
190 191	Appt Sub Rural Carrier Appt Aux/Asst Emerg Sub Carrier	190 thru 213	U.S.P.S. Accessions
280	Placement in Pay Status	845	Placement in Pay Status
292	RTD	181 280 292 293 852 295	RTD - MIL RTD - RIF RTD RTD RTD RTD
300	Retirement - Mandatory	300	Retirement - Mandatory
301	Retirement - Disability	301	Retirement - Disability
302	Retirement - Voluntary	302 302	Retirement - Voluntary Retirement
303	Retirement - Special Option	304 305 306 307	Retirement - Voluntary (Major RIF) " " (Major Reorg) " " (Trsf of Function) " " (Special Auth)
304	Retirement - Involuntary	302	Retirement - (reason)
312	Resignation - ILIA	309 310 314 315 316 317	Resignation Resignation (if in lieu of adverse action) Resignation - Decl Reloc Resignation - Decl Assign Resignation - RIF Resignation - (reason)
317	Resignation	309 310 317	Resignation Resignation Resignation (not in lieu of involuntary separation)

FPM Supplement 296-33		FPM Supplement 296-31	
NOAC	NOA	PAC	NOA
330	Removal	327	Removal - Disqualification
		328	Removal During Probation
		328	Removal During Trial Period
		330	Removal
		331	Separation - Abandoned Position
		333	Separation (when conduct is a factor)
		335	Separation (when conduct is a factor)
		337	Removal During Probation
		337	Removal During Trial Period
		338	Removal During Probation
		338	Removal During Trial Period
		346	Termination
		347	Removal
		348	Removal
		349	Removal
		353	Removal
		354	Removal
		357	Removal
		358	Removal
		359	Termination
		380	Removal
		382	Removal
		383	Removal
		384	Removal
350	Death	350	Death
352	Termination - Appt In (agency)	311	Resignation - Appt in (agency)
		319	Separation - Appt in Am Inst in Taiwan
		320	Separation - Transfer
		321	Separation - Appt in (agency)
		322	Separation - Appt (agency)
		332	Separation - Mass Transfer
353	Termination - MIL	313	Resignation - MIL
		313	Resignation - MIL - No return from furlough
		323	Separation - MIL
		323	Separation - MIL - No return from furlough

FPM Supplement 296-33		FPM Supplement 296-31	
NOAC	NOA	PAC	NOA
354	Termination - Disability	326	Separation - Disability
		352	Termination - Disability
355	Termination - Exp of Appt	352	Termination - Exp of Appt
356	Termination - Involuntary	324	Separation - Decl Reloc
		325	Separation - Decl Assign
		333	Separation (when conduct is not a factor)
		335	Separation (when conduct is not a factor)
		336	Termination During Probation
		336	Termination During Trial Period
		340	Reduction in Force
		344	Termination - Unacceptable Performance
		345	Termination - Unacceptable Performance
		346	Termination (when conduct is not a factor)
		351	Termination - Displacement
		352	Termination - Lack of Work
		352	Termination - Lack of Funds
		352	Termination - Decl Reloc
		352	Termination - Decl Assign
		352	Termination - Reempl Ann
		352	Termination
		359	Termination
		381	Termination - Unacceptable Performance
357	Termination	352	Termination
430	Placement in Nonpay Status	835	Placement in Nonpay Status
450	Suspension - NTE (date)	365	Suspension NTE (date)
		360	Suspension NTE (date)
		831	Suspension NTE (date)
		832	Suspension NTE (date)
		833	Suspension NTE (date)

FPM Supplement 296-33		FPM Supplement 296-31	
NOAC	NOA	PAC	NOA
452	Suspension - Indefinite	360	Suspension - Indefinite
		365	Suspension - Indefinite
460	LWOP NTE (date)	460	LWOP NTE (date)
		461	LWOP
		465	LWOP NTE (date)
462	LWP NTE (date)	462	LWP Pend Retire NTE (date)
472	Furlough NTE (date)	472	Furlough NTE (date)
		470	Furlough RIF NTE (date)
		840	Furlough NTE (date)
473	Furlough - MIL	371	Furlough - MIL
480	Sabbatical NTE (date)	480	Sabbatical NTE
500	Conv to Career Appt	500	Conv to Career Appt
		501	Conv to Career Appt
		503	Conv from PMIP to Career Appt
		504	Conv to Career Appt
		540	Conv to Career Appt
		561	Conv to Reemployment
501	Conv to Career-Cond Appt	505	Conv to Career-Cond Appt
		510	Conv to Career-Cond Appt
		511	Conv to Career-Cond Appt
		513	Conv from PMIP to Career-Cond Appt
		541	Conv to Career-Cond Appt
		561	Conv to Reemployment
502	Conv to Career Exec Assign	500	Career Exec Assign - by conv
		501	Career Exec Assign - by conv
		540	Career Exec Assign - by conv
		540	Career Exec Assign - by conv - from (agency)
		561	Career Exec Assign - Reempl - by conv

FPM Supplement 296-33		FPM Supplement 296-31	
NOAC	NOA	PAC	NOA
503	Conv to Career Exec Assign - Cond	510	Career Exec Assign - by conv
		511	Career Exec Assign - by conv
		541	Career Exec Assign - from (agency)
		541	Career Exec Assign - by conv
		561	Conv to Reemployment
504	Conv to Noncareer Exec Assign	550	Noncareer Exec Assign - by conv
		552	Noncareer Exec Assign - Indefinite - by conv
		561	Noncareer Exec Assign - Reempl - by conv
507	Conv to Emergency Appt	507	Conv to Emergency - Indefinite Appt
		561	Conv to Reemployment (on Emergency Appt)
508	Conv to Term Appt NTE (date)	508	Conv to Term Appt NTE (date)
		561	Conv to Reemployment (on Term Appt)
512	Conv to Temp Appt - PER	522	Conv to Temp Appt - PER
		561	Conv to Reemployment (on Temp Appt - PER)
515	Conv to Appt NTE (date)	515	Conv to Temp Appt NTE (date)
		520	Conv to Temp Appt NTE (date)
		523	Conv to Temp Appt NTE (date)
		614	Conv to Temp Appt - 1 month
517	Conv to Summer Appt NTE (date)	517	Conv to Temp Appt NTE (date)
		518	Conv to Temp Appt NTE (date)
		519	Conv to Temp Appt NTE (date)
		651	Conv to Exc Appt NTE (date) (to Summer Appointment)
520	Conv to O/S Ltd Appt	530	Conv to O/S Ltd Appt
		561	Conv to Reemployment (on O/S Ltd Appt)

FPM Supplement 296-33		FPM Supplement 296-31	
NOAC	NOA	PAC	NOA
522	Conv to O/S Ltd Appt NTE (date)	531	Conv to O/S Ltd Appt NTE (date)
		534	Conv to O/S Ltd Term Appt NTE (date)
		561	Conv to Reemployment
524	Conv to Appt - Status Quo	532	Conv to Appt (Special Tenure)
		561	Conv to Reemployment (on Special Tenure Appt)
		891	Retention in Status Quo
528	Conv to Limited Exec Assign	528	Limited Exec Assign - by conv
		528	Limited Exec Assign - Indefinite - by conv
		561	Limited Exec Assign - Reempl - by conv
540	Conv to Reins - Career	540	Conv to Reins - Career
541	Conv to Reins - Career-Cond	541	Conv to Reins - Career-Cond
542	Conv to SES Career Appt	542	SES Career Appt - by conv
543	Conv to Reins - SES Career	543	Reins - SES Career by conv
		544	Reins - SES Career by conv
546	Conv to SES Noncareer Appt	546	SES Noncareer Appt - by conv
548	Conv to SES Ltd Term Appt NTE (date)	548	SES Ltd Term Appt NTE (date) - by conv
549	Conv to SES Ltd Emergency Appt NTE (date)	549	SES Ltd Emergency Appt NTE (date) - by conv
550	Conv to CZ Career-Cond Appt	553	Conv to Canal Zone Career-Cond Appt
		561	Conv to Reempl

FPM Supplement 296-33		FPM Supplement 296-31	
NOAC	NOA	PAC	NOA
551	Conv to CZ Career Appt	550	Conv to Canal Zone Career Appt
		561	Conv to Reempl
552	Conv to CZ Temp Appt - PER	552	Conv to Canal Zone Temp Appt - PER
		561	Conv to Reempl
553	Conv to CZ Appt NTE (date)	651	Conv to Canal Zone Temp Appt NTE (date)
554	Conv to CZ Term Appt NTE (date)	561	Conv to Reempl
		651	Conv to Canal Zone Term Appt NTE (date)
555	Conv to CZ Reappt	550	Conv to Canal Zone Reappt - Career
		553	Conv to Canal Zone Reappt - Career-Cond
556	Conv to CZ Appt - Status Quo	891	CZ Retention in Status Quo
570	Conv to Exc Appt	550	Conv to Exc Appt
		552	Conv to Exc Appt-Indefinite
		553	Conv to Exc Appt-Conditional
		561	Conv to Reemployment
		576	Conv to Veterans .Readj Appt
		577	Conv to Exc Appt
		579	Conv to Exc Appt - PMIP
570	Conv to Exc Appt	724	State Dept Use
		725	"
		726	"
		727	"
		728	"
		729	"
570	Conv to Exc Appt	521	State Dept Conversions
571	Conv to Exc Appt NTE (date)	525	"
		555	"
		556	"
		557	"
		558	"
		559	"

FPM Supplement 296-33		FPM Supplement 296-31	
NOAC	NOA	PAC	NOA
571	Conv to Exc Appt NTE (date)	578	Conv to Exc Appt NTE (date)
		651	Conv to Exc Appt NTE (date) (unless to Summer Appt)
580	Conv to Reg Rural Carrier	580 thru 589	Postal Service
702	Promotion	701	Promotion
		701	Career Exec Assign - by prom
		702	Promotion
		702	Promotion - Permanent
		702	Career Exec Assign - by prom
		702	Noncareer Exec Assign - by prom
703	Promotion NTE (date)	702	Promotion - Term
		702	Promotion - Temp
		702	Promotion - Indefinite
713	Chg to Lower Grade	710	Chg to Lower Grade
		711	Chg to Lower Grade
		712	Chg to Lower Grade - RIF
		712	Career Exec Assign - RIF
		713	Chg to Lower Grade
		713	Career Exec Assign
		713	Noncareer Exec Assign
		714	Chg to Lower Grade
		715	Chg to Lower Grade
		715	Career Exec Assign
		715	Noncareer Exec Assign
716	Chg to Part-time Fixed	717	Chg to Part-time Fixed Schedule
721	Reassignment	720	Reassignment - RIF
		720	Career Exec Assign - by reassign - RIF
		721	Reassignment - Permanent
		721	Reassignment
		721	Career Exec Assign - by reassign
		721	Noncareer Exec Assign - by reassign
		722	Reassignment

FPM Supplement 296-33		FPM Supplement 296-31	
NOAC	NOA	PAC	NOA
730	Detail NTE (date)	730	Detail NTE (date)
731	Ext of Detail NTE (date)	731	Ext of Detail NTE (date)
732	Termination of Detail	732	Termination of Detail
735	Grade Restoration	735	Grade Restoration
736	Grade Retention	736	Grade Retention - Decl Transfer
		737	Grade Retention - Reclassification
		738	Grade Retention - RIF
740	Position Change	740	Psn Chg
		741	Psn Chg - Reclassification
		742	Psn Chg - RIF
		744	Psn Chg to Lower Grade
		744	Psn Chg to Lower Grade - Permanent
		745	Psn Chg to Intervening Grade
		745	Psn Chg to Intervening Grade - Permanent
		746	Psn Chg to Same Grade
		746	Psn Chg to Same Grade - Permanent
		747	Position Chg to Retained Grade
		747	Psn Chg to Retained Grade - Permanent
741	Position Change NTE (date)	744	Psn Change to Lower Grade - Temp
		745	Psn Chg to Intervening Grade - Temp
		746	Psn Chg to Same Grade - Temp
		747	Psn Chg to Retained Grade - Temp

FPM Supplement 296-33		FPM Supplement 296-31	
NOAC	NOA	PAC	NOA
750	Continuance NTE (date)	870	Continuance
760	Ext of Appt NTE (date)	760	Ext of Temp Appt NTE (date)
		760	Ext of O/S Ltd Appt NTE (date)
		760	Ext of O/S Ltd Term Appt NTE (date)
		761	Ext of Exc Appt NTE (date)
		761	Ext of Canal Zone Temp Appt NTE (date)
761	Ext of Summer Appt NTE (date)		None
762	Ext of SES Appt NTE (date)	762	Ext of SES Ltd Term Appt NTE (date)
		762	Ext of SES Ltd Emergency Appt NTE (date)
		763	Ext of SES Appt NTE (date)
765	Ext of Term Appt NTE (date)	760	Ext of Term Appt NTE (date)
769	Ext of Promotion NTE (date)	769	Ext of Temp Promotion
770	Ext of Psn Chg NTE (date)	768	Ext of Psn Chg NTE (date)
772	Ext of Furlough NTE (date)		None
773	Ext of LWOP NTE (date)	466	Ext of LWOP NTE
773	Ext of LWOP NTE (date)		None

FPM Supplement 296-33		FPM Supplement 296-31	
NOAC	NOA	PAC	NOA
780	Name Chg from (previous name)	780	Name Chg from (previous name)
781	Chg in Work Schedule	894	Pay Adj - to part time
		894	Pay Adj - to full time
		894	Pay Adj - to intermittent
782	Chg in Hours		None
790	Realignment	790	Mass Chg
792	Chg in Duty Station	792	Chg in Duty Station
800	Chg in Data Element	012	Change in Minority Group Designator
		013	Change in Reportable Handicap
		794	Chg in Agency Code
		820	Chg in Occupation Code
		821	Chg in Retirement Code
		879	Chg in Supervisory-Management Indicator
		885	Chg in FC/SE
		886	Chg in PRD
866	Term of Grade Retention	862	Exp of Gr Retention
		863	Term of Gr Retention - Decl Offer
		864	Term of Gr Retention - Decl Benefits
880	Chg in Tenure Group	880	Chg in Tenure Group
		550	Conv to Canal Zone Career Tenure
		602	Conv to Career Tenure
881	FEGLI Chg	881	FEGLI Chg
882	Chg in SCD	882	Chg in SCD

FPM Supplement 296-33		FPM Supplement 296-31	
NOAC	NOA	PAC	NOA
883	Chg in Vet Pref	883	Chg in Vet Pref
888	Denial of Within Grade Inc	888	Denial of Within Grade Inc
890	Merit Pay Cash Award	807	Merit Pay Cash Award
891	Merit Inc	806	Merit Inc
892	Quality Inc	892	Quality Inc
893	Within Grade Inc	893	Within Grade Inc
894	Pay Adj	805	Chg to Merit Pay System
		865	Term of Pay Retention
		894	Pay Adj
		896	Adm Pay Inc
		897	Adm Pay Dec
		898	Pay System Chg
		890	Chg in SES Pay Level
899	Step Adj	899	Step - Rate Chg

Obsolete PACs for which there are no NOACs:

721	Reassignment - Temp
721	Reassignmen[illegible]
770	Ext of Reass[illegible]gnment - Temp
771	Chg to U.S. Ci[illegible]
875	Chg in Desig of Psn O[illegible]cup
880	Completion of SES Probati[illegible]
887	Chg in SPID

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Office of Personnel Management

Federal Personnel Manual System

FPM Letter 292-17

SUBJECT: Update to Personnel Data Standards

FPM Letter 292-17

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Heads of Departments and Independent Establishments:

PLEASE DIRECT TO THE ATTENTION OF PROCESSING SUPERVISORS

AND AUTOMATED SYSTEMS MANAGERS

PURPOSE

1. The purpose of this letter is to transmit changes made to data standards used in documenting personnel actions and, more specifically, in reporting such actions to the Central Personnel Data File (CPDF) managed by the U.S. Office of Personnel Management.

BACKGROUND

2. FPM Supplement 292-1, Personnel Data Standards, contains the data elements and representation sets used for reporting to the Central Personnel Data File (CPDF). Due to the dynamic nature of many of the CPDF data elements, periodic updates to the representation sets used in reporting to the CPDF are necessary. Complete submission instructions for CPDF are contained in FPM Supplement 298-1, The Central Personnel Data File (CPDF). FPM Supplement 296-33, The Guide to Processing Personnel Actions, provides detailed instructions on preparing the forms that serve as the original source documents for CPDF.

SPECIFIC CHANGES

3. Attachment 1 to this FPM letter revises the set of valid codes for the data elements Agency Code and Legal Authority. Attachment 2 contains definitional revisions for the data element Pay Rate Determinant since a major consolidation of pay rate determinant codes was announced in FPM Letter 298-20, dated February 16, 1982, Subject: Modification of Pay Rate Determinant Codes and Code Definitions. Due to the numerous changes, the entire data standard is provided.

EFFECTIVE DATE

4. All of the changes and revisions documented in this letter are effective immediately.

Donald J. Devine
Director

Attachments (2)

Inquiries: Compliance and Investigations Group, Office of Workforce Information, Data Standards Branch, FTS or Area Code 202, 632-4606

Code: 292, Personnel Data Standardization

Distribution: FPM Supplement 292-1

* U.S. GOVERNMENT PRINTING OFFICE 1982 - 361 393 1137

OPM FORM 652 1/79

PM 1.14/3:

PAY RATE SPECIAL FACTORS

Implementation Date: April 1982
Definition: A designation of special factors which are considered in determining an employee's salary.
Maintenance Agency: U. S. Office of Personnel Management, Compensation Group, Pay Comparability Division

Associated Data Element(s)

Title and Definition	Size/ Class
Pay Rate Determinant: A designation of the special factors, if any, that have been included in the determination of the employee's salary.	1 A/N

Data Representations

Name	Definition/Explanation	Code
	Pay Rate Determinants are defined in terms of provisions in title 5, United States Code; Title 5, Code of Federal Regulations; and supporting instructions in the Federal Personnel Manual. The Pay Rate Determinants may also be used for pay systems not covered by these references that have similar provisions in law, regulation, or administrative procedure.	
Regular Rate	Use this code for all employees, regardless of pay system, who receive a scheduled rate and for whom none of the following codes apply.	0
Saved Rate--Indefinite	Employee is paid, without time limitation, at a pay rate above the maximum rate for the grade when: (1) prior to January 11, 1979 (the effective date of section 801(a) of the Civil Service Reform Act (CSRA) P. L. 95-454, 92 Stat. 1111), the employee and his or her position had been converted from one pay plan to another under appropriate authority; and (2) the employee is not entitled to either grade or pay retention (codes A, B, J, K, U, or V below) on the effective date of the CSRA. (Note: Section 801(a)(2) of the CSRA repealed 5 U.S.C. 5334(d). Therefore, this code may not be used for conversions effective on or after January 11, 1979.) References: 5 U.S.C. 5334(d) (Repealed) FPM Supplement 990-1, book III, section 539.203(d) FPM Supplement 990-2, book 531, section 52-8 FPM Supplement 532-1, subchapter S10 (except S10-10) FPM Supplement 532-2, subchapter S10 (except S10-8)	2

Data Representations - Continued

Name	Definition/Explanation	Code
Retained Pay--Special Rate Adjustment	Employee is receiving retained pay due to: (1) a downward adjustment of a special rate range that leaves the employee with a pay rate higher than the highest pay rate in the new special rate range; or (2) abolishment of a special rate range that leaves the employee with a pay rate in excess of the top rate of the grade. References: 5 U.S.C. 5363(a)(2) 5 CFR 536.104(a)(3) FPM chapter 530, paragraph 3-6g FPM Supplement 990-1, book III, section 530.306(b)(3) FPM Supplements 532-1 and 532-2, section S5-14(e)(3)	3
Saved Rate--Other	Employee is receiving saved rate pay at a pay rate above the regular rate and no other code is applicable. (This code is not applicable for saved rates under the Federal Wage System or the General Schedule.)	4
Special and Superior Qualifications Rates	(Combination of 6 and 7 below. Same references apply.)	5
Special Rate	Employee is paid at a special rate, established under appropriate authority to recruit well qualified individuals in selected occupations and locations. (If employee is also entitled to a retained grade, use code E or F, as appropriate.) References: 5 U.S.C. 5303; 5343(a)(1)(A)(ii); and 5343(a)(1)(B)(ii) FPM chapter 530, subchapter 3 FPM letters in the 530 series FPM Supplement 990-1, book III section 530.302 FPM Supplements 532-1 and 532-2, sections S5-13 (also S8-3b(2)) and S5-14	6
Superior Qualifications Rate	Employee is appointed at a rate higher than the regular minimum rate for the position. The rate is established under appropriate authority to enable the Government to recruit well qualified employees. References: 5 U.S.C. 5333(a) FPM chapter 531, paragraph 2-3b FPM Supplements 532-1 and 532-2, section S8-3b(1) FPM Supplement 990-1, book III, section 531.203(b) FPM Supplement 990-2, subchapter S2-3d	7

Agency Code

Data Representations

Name	Definition/Explanation	Code
Additions:		
Department of Agriculture		
Office of Administrative Systems		AG75
Office of Information Resources Management		AG76
Office of Finance and Management		AG90
Office of Operations		AG93
Alaska Land Use Council		AL00
National Commission for Employment Policy		MK00
Native Hawaiians Commission		HA00
General Services Administration		
Office of Oversight		GS18
Deletions:		
Department of Agriculture		
Marketing and Inspection Management Staff		AG46
Department of Commerce		
Maritime Administration		CM10
Office of Federal Statistical Policy and Standards		CM40
Department of Labor		
National Occupational Information Coordinating Committee		DL21
Coastal Plains Regional Commission		BA00
Community Services Administration		CN00
Council on Wage and Price Stability		WP00
Four Corners Regional Commission		FX00
General Services Administration		
National Advisory Council on Economic Opportunity		GS10
New England Regional Commission		NE00
Nuclear Safety Oversight Committee		NJ00
Old West Regional Commission		MJ00
Ozarks Regional Commission		OZ00
Pacific Northwest Regional Commission		PN00
Southwest Border Regional Commission		WB00
U.S. Japan Economic Relations Group		RG00
Upper Great Lakes Regional Commission		GL00

Legal Authority

Data Representations

Name	Definition/Explanation	Code
	CODE OF FEDERAL REGULATIONS	
Additions:		
Reg 316.302(c)(6)		MLL
Reg 316.402(b)(6)		NEL
Reg 359.801		QGL

Data Representations - Continued

Name	Definition/Explanation	Code
Advanced Rate	Employee is paid at a rate above the minimum of a grade when the employee has regular responsibility for supervision over prevailing rate employees. References: 5 U.S.C. 5333(b) FPM chapter 531, subchapter 3 FPM Supplement 990-1, book III, section 531.301 through 531.305 FPM Supplement 990-2, subchapter S3	8
Retained Grade-- Different Position	Employee retains grade for a 2-year period, but is occupying a different position than that held before the grade reduction. (If employee is also entitled to a special rate in the retained grade, use code E.) References: 5 U.S.C. 5362 5 CFR 536.103	A
Retained Grade-- Same Position	Employee retains grade for a 2-year period and continues to occupy the same position held before the grade reduction. (If employee is also entitled to a special rate in the retained grade, use code F.) References: 5 U.S.C. 5362 5 CFR 536.103	B
Retained Grade and Special Rate-- Different Position	Employee retains grade for a 2-year period, is entitled to a special rate in the retained grade, but is occupying a different position than that held before the grade reduction.	E
Retained Grade and Special Rate-- Same Position	Employee retains grade for a 2-year period, is entitled to a special rate in the retained grade, and is occupying the same position held before the grade reduction.	F
Retained Pay-- Same Position	Employee is receiving a retained rate of pay under 5 U.S.C. 5363(a)(1) or (3), or 5 CFR 536.104 (except S536.104(a)(3)) and continues to occupy the same position held before the reduction in grade or other action that otherwise would have resulted in a reduction in basic pay. (Note: The employee's pay rate may have been reduced to 150 percent of the maximum rate of basic pay payable for the present grade of the position.)	J

Data Representations - Continued

Name	Definition/Explanation	Code
Retained Pay-- Different Position	Employee is receiving a retained rate of pay under 5 U.S.C. 5363(a)(1) or (3), or 5 CFR 536.104 (except S536.104(a)(3)), but is currently occupying a different position than that held before the reduction in grade or other action that otherwise would have resulted in a reduction in basic pay. (Note: The employee's pay rate may have been reduced to 150 percent of the maximum rate of basic pay payable for the grade of the position now occupied.)	K
Retained Pay-- SES Removal	Following removal from the Senior Executive Service (SES), the employee is entitled to a retained rate of pay higher than the pay of the position in which he or she is placed. Reference: 5 U.S.C. 3594	R
Continued SES Basic Pay	A Senior Executive Service (SES) career employee appointed by the President, by and with the advice and consent of the Senate, to a position for which the rate of basic pay payable is equal to or greater than that payable for level V of the Executive Schedule and the employee elects to continue to receive basic pay as if remaining in the Senior Executive Service position from which appointed. Reference: 5 U.S.C. 3392(c)	S
Retained Grade and Pay--Same Position	The employee: (1) has a retained grade; (2) is receiving retained pay; and (3) continues to occupy the same position held immediately before the action that otherwise would have resulted in a reduction in basic pay; i.e., use this code only when code J would be appropriate if grade retention were not also applicable. References: 5 U.S.C. 5362 and 5363 5 CFR Part 536	U
Retained Grade and Pay--Different Position	The employee: (1) has a retained grade, (2) is receiving pay retention, and (3) is currently occupying a different position than that held immediately before the action that otherwise would have resulted in a reduction in basic pay; i.e., use this code only when code K would be appropriate if grade retention were not also applicable. References: 5 U.S.C. 5362 and 5363 5 CFR Part 536	V

292-1 / Let. 292-18

Office of Personnel Management

Federal Personnel Manual System

FPM Letter 292-18

SUBJECT: Geographic Location Codes

FPM Letter 292-18

Published in advance of incorporation in FPM

Supplement 292-1
RETAIN UNTIL SUPERSEDED

Washington, D. C. 20415
July 15, 1982

Heads of Departments and Independent Establishments:

PLEASE DIRECT TO THE ATTENTION OF PROCESSING SUPERVISORS

AND AUTOMATED SYSTEMS MANAGERS

1. New Standard Reference for Geographic Codes. Agencies are advised to use the General Services Administration (GSA) publication Worldwide Geographic Location Codes, dated June 1981, as the standard reference for duty station location codes on reports to the Office of Personnel Management. Copies of the Worldwide Geographic Location Codes (stock number 022-000-00185-0) are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. All codes must be reported as listed in this publication, as updated by this letter. Note that it is no longer necessary to zero-fill the last three positions of codes for territories and foreign countries; OPM will automatically insert zeros in these positions.

2. Obtaining New Geographic Codes. Additional codes for populated places may be requested through the Office of Personnel Management, Compliance and Investigations Group, Data Standards Branch, 1900 E Street, N.W., Washington, D.C. 20415 (Area Code 202, Phone 632-4606). Requestors should also notify their respective agency headquarters of their request to insure coordination. Codes for personnel use must not be requested directly from GSA, since the Office of Personnel Management has agreed with GSA to be the focal point for all such requests for personnel use.

3. Update to the Standard Reference. This letter transmits changes made to the code set subsequent to the publication of the June 1981 code book. Section 1 lists codes that should be deleted from the June 1981 code book. Section 2 lists codes assigned since publication of the June 1981 code book. Section 3 lists codes with changed place names.

4. Effective Date of Changes. All of the changes in the attachment to this letter are effective October 1, 1982. Agencies may make these changes prior to October 1, 1982, but all submissions as of or subsequent to this date must reflect these changes. The Office of Personnel Management will convert the Central Personnel Data File (CPDF) records and validity edits as of October 1, 1982, to reject superseded codes. A conversion table for codes superseded by the new standard reference (plus those superseded by this letter) may be obtained by contacting the Data Standards Branch (address in paragraph 2 above).

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AUG 31 1982

U. S. GOVT. PUBS.
DEPOSITORY 276

Inquiries: Compliance and Investigations Group, Office of Workforce Information, Data Standards Branch, Area Code 202, Phone 632-4606

Code: 292, Personnel Data Standardization

Distribution: FPM Supplement 292-1

* U.S. GOVERNMENT PRINTING OFFICE: 1982 - 361-393: 1155

PM 1. 14/3:

5. Automated Version of the Geographic Codes. The geographic location code set, as modified by this letter, is available to agencies on magnetic tape (9 channel, 800 or 1600 BPI). This tape includes both the geographic location codes and the place name of the coded entity. In addition, the Standard Metropolitan Statistical Area (SMSA) code associated with each geographic location is provided for agency use. The SMSA code should not, however, be reported to the Office of Personnel Management. Arrangements to receive a copy of this tape may be made in writing to the Office of Personnel Management, Compliance and Investigations Group, Data Standards Branch, 1900 E Street N.W., Washington, D.C. 20415.

Donald J. Devine
Director

Attachment

Section 1 - Deletions

Old Code	Old Name	Replace With
PUERTO RICO		
RQ0763000	PUERTA DE PIERRA, S.J.	RQ0765000
GEORGIA		
130000510	COLUMBUS	130000215
130510510	BIBB CITY	130510215
131280510	COLUMBUS	131280215
132195510	FORT BENNING	132195215
MISSOURI		
290000193	STE GENEVIEVE	290000186
290822193	BLOOMSDALE	290822186
295695193	NEW OFFENBURG	295695186
297090193	ST MARYS	297090186
297110193	STE GENEVIEVE	297110186
298232193	WEINGARTEN	298232186
298495193	WOMACK	298495186
NEW MEXICO		
350004061	ACOMA	350004006
350005061	ACOMITA	350005006
350116061	BLUEWATER	350116006
350127061	CASA BLANCA	350127006
350217061	CUBERO	350217006
350269061	ENCINAL	350269006
350312061	FENCE LAKE	350312006
350360061	GRANTS	350360006
350457061	LAGUNA	350457006
350558061	MCCARTYS	350558006
350594061	MESITA	350594006
350598061	MILAN	350598006
350607061	NEW LAGUNA	350607006
350628061	PUGUATE	350628006
350702061	SAN FIDEL	350702006
350708061	SAN RAFAEL	350708006
350718061	SAN MATEO	350718006
350743061	SEAMA	350743006
350747061	SEBOYETA	350747006
SOUTH DAKOTA		
460000131	WASHABAUGH	460000071
461332131	HISLE	461332071
461681131	LONGVALLEY	461681071
462833131	WANBLEE	462833071
TEXAS		
485292039	QUINTANA	485592039
VIRGINIA		
510000695	NANSEMOND	510000800
512148039	RUTHVILLE	512148036
WISCONSIN		
552348I99	JUMP RIVER	552348119

Section 2 - Additions

GERMANY, FEDERAL REP OF	
LAUPHEIM	GE5792000
RHEINBERG	GE7355000
UNITED KINGDOM	
SURREY	UK8905000
GEORGIA	
MUSCOGEE	130000215
BIBB CITY	130510215
COLUMBUS	131280215
FORT BENNING	132195215
KENTUCKY	
OLDTOWN	212476089
MISSOURI	
STE GENEVIEVE	290000186
BLOOMSDALE	290822186
NEW OFFENBURG	295695186
ST MARYS	297090186
STE GENEVIEVE	297110186
WEINGARTEN	298232186
WOMACK	298495186
NEW MEXICO	
CIBOLA	350000006
ACOMA	350004006
ACOMITA	350005006
BLUEWATER	350116006
CASA BLANCA	350127006
CUBERO	350217006
ENCINAL	350269006
FENCE LAKE	350312006
GRANTS	350360006
LAGUNA	350457006
MCCARTYS	350558006
MESITA	350594006
MILAN	350598006
NEW LAGUNA	350607006
PAGUATE	350628006
SAN FIDEL	350702006
SAN RAFAEL	350708006
SAN MATEO	350718006
SEAMA	350743006
SEBOYETA	350747006
SOUTH DAKOTA	
HILSE	461332071
LONGVALLEY	461681071
WANBLEE	462833071
VIRGINIA	
RUTHVILLE	512148036
WISCONSIN	
JUMP RIVER	552348119

Section 3 - Changes in Place Name

Code	Old Name	New Name
PUERTO RICO		
RQ0040000	AGUGAS BUENAS, GUAYAMA	AGUAS BUENAS, GUAYAMA
RQ0175000	CAMP TORTUGUERO	CAMPO TORTUGUERO
RQ0195000	CAPARRA HGTS, SAN JUAN	CAPARRA HILLS, SAN JUAN
RQ0712000	PARQUERA, LAJAS	PARGUERA, LAJAS
RQ0756000	PLAO SECO, SAN JUAN	PALO SECO, SAN JUAN
RQ0757000	PLAYA, HUMACAO	PLAYA DE HUMACAO
RQ0765000	PUERTO DE TIERR	PUERTA DE TIERRA
RQ0810000	RIO BALANCO, HUMACAO	RIO BLANCO, HUMACAO
MACAU		
MC0000000	MACAO	MACAU
MC5000000	MACAO	MACAU
ST. CHRISTOPHER-NEVIS		
SC0000000	ST. CHRISTOPHER-NEVIS-ANGUILLA	ST. CHRISTOPHER-NEVIS
YEMEN (SANAA)		
YE0000000	YEMEN (SANA)	YEMEN (SANAA)
YE7000000	SANA	SANAA
ZIMBABWE		
ZI1000000	KARIBA	BULAWAYO
ZI8000000	SALISBURY	HARARE

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292-1/Let.292-19

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Office of Personnel Management

Federal Personnel Manual System

FPM Letter 292-19

NOV 22

SUBJECT: Update to Personnel Data Standards

D. S. GOVT. PUBS. DEPOSITORY 376

Published in advance of incorporation in FPM

Supplement 292-1
RETAIN UNTIL SUPERSEDED

Washington, D. C. 20415
November 4, 1982

Heads of Departments and Independent Establishments:

PLEASE DIRECT TO THE ATTENTION OF PROCESSING SUPERVISORS

AND AUTOMATED SYSTEMS MANAGERS

PURPOSE

1. The purpose of this letter is to transmit changes made to data standards used in documenting personnel actions and, more specifically, in reporting such actions to the Central Personnel Data File (CPDF) managed by the U.S. Office of Personnel Management.

BACKGROUND

2. FPM Supplement 292-1, Personnel Data Standards, contains the data elements and representation sets used for reporting to the Central Personnel Data File (CPDF). Due to the dynamic nature of many of the CPDF data elements, periodic updates to the representation sets used in reporting to the CPDF are necessary. Complete submission instructions for CPDF are contained in FPM Supplement 298-1, The Central Personnel Data File (CPDF). FPM Supplement 296-33, The Guide to Processing Personnel Actions, provides detailed instructions on preparing the forms that serve as the original source documents for CPDF.

SPECIFIC CHANGES

3. The attachment to this FPM letter revises the set of valid codes for the data elements Agency Code, Legal Authority, Nature of Action Code, Occupational Code, and Pay Plan Code.

EFFECTIVE DATE

4. All of the changes and revisions documented in this letter are effective immediately.

Donald J. Devine
Director

Attachment

Inquiries: Compliance and Investigations Group, Office of Workforce Information, Data Standards Branch, FTS or Area Code 202, 632-4606

Code: 292, Personnel Data Standardization

Distribution: FPM Supplement 292-1

• U.S. GOVERNMENT PRINTING OFFICE: 1982 - 361-393: 1252

OPM FORM 652 1/79

PM 1.14/3:

Agency Code

Data Representations

Name	Definition/Explanation	Code
Additions:		
Department of Agriculture		
Economic Analysis Staff		AG19
Department of Labor		
Veterans Employment Service		DLVE
Department of the Interior		
Minerals Management Service		IN23
General Services Administration		
Office of Oversight		GS18
Deletions:		
U.S. Postal Service		P000
Headquarters		P001
Field		P002
Change:		
From		
International Communication Agency		IB00
To		
United States Information Agency		IB00

Legal Authority

Data Representations

Name	Definition/Explanation	Code
AUTHORITIES OF RESPONSIBLE ORGANIZATIONS INCLUDING OFFICE OF PERSONNEL MANAGEMENT, MERIT SYSTEMS PROTECTION BOARD, EQUAL EMPLOYMENT OPPORTUNITY COMMISSION, LABOR RELATIONS, AND COURT DECISIONS		
Changes:		
From		
Authority, Decision and date		ATM
To		
5 U.S.C. 302		ATM
FPM CHAPTERS, LETTERS, AND SUPPLEMENTS		
Additions:		
FPM Supp 990-2, Bk 630, S12-Decl		GLK

Data Representations - Continued

Name	Definition/Explanation	Code
Changes:		
From		
FPM Ch 316, S4-6e		CTM
To		
FPM Ch 316, S4-6d		CTM
From		
FPM Supp 990-2, Bk 630, S12-2		GLM
To		
FPM Supp 990-2, Bk 630, S12		GLM
CODE OF FEDERAL REGULATIONS		
Additions:		
Reg 531.204(d)		QUM
Reg 930.204		SZR
Reg 930.205		SZS
Changes:		
From		
Reg 531.401		Q5M
To		
Reg 531.409		Q5M
From		
Reg 831.501(a)		SQM
To		
Reg 831.501(b)		SQM
From		
Reg 831.501(a) Disability		SRM
To		
Reg 831.501(a)		SRM
CANAL AREA AUTHORITIES		
35 CFR 251.42(b)		TCK
35 CFR 251.43		TEK
35 CFR 253.42		TJK
35 CFR 253.42(b)		TLK
35 CFR 253.43 Register		TMK
35 CFR 253.43		TNK
35 CFR 253.44(a)		TPK
35 CFR 253.44(b)		TRK
35 CFR 253.45(a)		TSK
35 CFR 253.45(e)		TTK
35 CFR 253.46		TVK
35 CFR 253.72		TXK
35 CFR 253.241(c)		TAL
35 CFR 253.291		TKL

Data Representations - Continued

Name	Definition/Explanation	Code
	TITLE 5 U.S.C.	
Additions:		
5 U.S.C. 5383		VWH
	SCHEDULE A, B, AND C AUTHORITIES	
Additions:		
Sch B, 213.3202(1)		YLM
	MISCELLANEOUS AUTHORITIES	
Additions:		
E.O. 12362		ZJK

Nature of Action Code

Data Representations

Name	Definition/Explanation	Code
Additions:		
Furlough		471
Deletions:		
Appointment Subrural Carrier		190
Appointment Auxiliary/Assistant Emergency Subrural Carrier		191
Conversion to Regular Rural Carrier Appointment		580
Change to Part-time Fixed		716

Occupational Code

Data Representations

Name	Definition/Explanation	Code
Additions:		
Financial clerical and assistance		0503
Auditing		0511

Pay Plan Code

Data Representations

Name	Definition/Explanation	Code
Additions: (For General Use)		
Nonsupervisory-negotiated pay employees		BB
Leader-negotiated pay employees		BL
Printing and Lithographic-negotiated pay employees		BP
Supervisory-negotiated pay employees		BS
Nonsupervisory production facilitating special schedule printing employees		XD
Leader special schedule printing employees		XL
Supervisory production facilitating special schedule printing employees		XN
Nonsupervisory special schedule printing employees		XP
Supervisory special schedule printing employees		XS
Additions: (For Use By Specific Agencies)		
Demonstration Specialist	Director of Laboratory Programs (Department of the Navy)	DS
Defense Intelligence Senior Executive Service	Defense Intelligence Agency	EP
Senior Foreign Service (SFS).. P.L. 96-465, Section 103(3)	Department of State, United States Information Agency, ACTION, United States International Development Cooperation Agency, International Trade Administration (Department of Commerce), Foreign Agricultural Service (Department of Agriculture), Peace Corps.	FE
Foreign Service Personnel .... P.L. 96-465, Section 103(5)	Department of State, United States Information Agency, ACTION, United States International Development Cooperation Agency, International Trade Administration (Department of Commerce), Foreign Agricultural Service (Department of Agriculture, Peace Corps.	FP
Temporary SFS Equivalent ..... eligible for SFS	Department of State, United States Information Agency, ACTION, United States International Development Cooperation Agency, International Trade Administration (Department of Commerce), Foreign Agricultural Service (Department of Agriculture), Peace Corps. Valid through June, 1984 only.	FQ

Data Representations - Continued

Name	Definition/Explanation	Code
Deletions: (For Use By Specific Agencies)		
Postal Technical Administrative Clerical Schedule-nonbargaining	United States Postal Service	PA
Hourly Rate Rural Route ..... Employees	United States Postal Service	PB
Postal Data Center, Bargaining PES Employees	United States Postal Service	PC
Automatic Data Processing Center	United States Postal Service	PD
Postal Executive Schedule	United States Postal Service	PE
Noncity Delivery Employees	United States Postal Service	PF
Nurses	United States Postal Service	PG
Research and Development Bargaining Unit	United States Postal Service	PH
Postal Career Executive Service	United States Postal Service	PI
USPS Headquarter, Bargaining .. Special Schedule, Custodial	United States Postal Service	PK
Postal Management Schedule	United States Postal Service	PM
Employment under Postal Management Schedule with salary above the established schedule for steps 1-7.	United States Postal Service	PN
Postal Service Temporary Rate Schedule	United States Postal Service	PP
Rural Carriers Schedule	United States Postal Service	PR
Postal Service bargaining ..... employees	United States Postal Service	PS
Casual and Public Policy Temporary Employees	United States Postal Service	PT
Western Area Supply Center ADP Employees	United States Postal Service	PW
Coin Manufacturing	Department of the Treasury	WH